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ABSTRACT

This study gathered information on the Departments of Education and Labor field office structures as follows: the location, staffing, square footage, and operating cost for each department in total and its field offices. Findings were that in fiscal year 1995, the departments had a field structure composed of 1,146 field offices--such as regional offices, area offices, and district offices. They were located in 438 localities across the 50 states, District of Columbia, and 2 territories. Reflecting its centralized structure and nature of its responsibilities, the Department of Education used about one-third of its 5,131 authorized-staff resources in its field offices. Labor, with its varied responsibilities requiring on-site presence, had more than 60 percent of its 17,632 authorized staff allocated to its 1,074 field offices. Both departments' largest field office costs were staff salaries and benefits. They have also eliminated and/or consolidated a few field offices within the last 5 years to improve service delivery or office operations. (Extensive appendixes to the report include the following: scope and methodology; Departments of Education and Labor component profiles; Departments of Education and Labor field offices and staff by locality; and comments from both departments.) (YLB)

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ED 399 410

United States General Accounting Office

GAO

Report to Congressional Committees

September 1996

EDUCATION AND LABOR

Information on the Departments' Field Offices

U.S. DEPARTMENT OF EDUCATION
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United States
General Accounting Office
Washington, D.C. 20548

Health, Education, and
Human Services Division

B-271409

September 16, 1996

The Honorable Nancy L. Kassebaum
Chairman
The Honorable Edward M. Kennedy
Ranking Minority Member
Committee on Labor and
Human Resources
United States Senate

The Honorable William F. Goodling
Chairman
The Honorable William L. Clay
Ranking Minority Member
Committee on Economic and
Educational Opportunities
House of Representatives

The federal government's $66 billion investment in a multitude of education, employment training, and worker protection programs is largely administered by the Departments of Education and Labor through staff at headquarters and a complement of field offices. In June 1995, we outlined the field office structures of the Departments of Education and Labor as part of information requested for a congressional proposal to merge these two Departments with the Equal Employment Opportunities Commission.[1] This information raised concerns from several congressional members about the purpose of the Departments' more than 1,100 field offices and the costs to maintain and manage them; however, little information was available.

This report responds to those concerns by providing information about the field offices supporting the Departments of Education and Labor, including

- the locations of Education and Labor field offices;
- field office functions, staffing, space, and operating costs; and
- recent changes in field office structure that the Departments of Education and Labor made, or are planning, to improve efficiency.

[1]Federal Reorganization: Congressional Proposal to Merge Education, Labor, and EEOC (GAO/HEHS-95-140, June 7, 1995).

We conducted this work under our basic legislative responsibility to provide information that will assist the Congress in its oversight activities. We are addressing this report to you because your congressional committees oversee the operations of these two Departments.

In carrying out our work, we obtained location, space, and rental cost data on Education and Labor field offices[2] from the General Services Administration (GSA).[3] We obtained information from Education and Labor officials on field office functions; staffing; and salary, benefit, and other costs, such as travel, equipment, and supplies. We also obtained information from the Departments about their planned and ongoing field office restructuring activities. We did not independently verify the data we received from GSA or the Departments. We conducted our work between January 1996 and July 1996 in accordance with generally accepted government auditing standards. See appendix I for a more detailed discussion of our scope and methodology.

Results in Brief

In fiscal year 1995, the Departments of Education and Labor had a field structure composed of 1,146 field offices—such as regional offices, area offices, and district offices. The Education and Labor field offices are located in a total of 438 cities and towns throughout the 50 states, the District of Columbia, Puerto Rico, and Guam. Reflecting its centralized structure and the nature of its responsibilities, the Department of Education used about a third of its 5,131 authorized staff resources in its 72 field offices. In contrast, Labor, with its varied responsibilities requiring an on-site presence—such as inspecting mines and other work places and enforcing minimum wage and overtime laws, in addition to overseeing job training programs—had more than 60 percent of its 17,632 authorized staff positions allocated to its 1,074 field offices.

Education's field offices were located in the 10 federal region cities and 11 other localities, while Labor's 1,074 field offices were spread across 437

[2]We define a field office as any type of office other than a headquarters office established by one of the major components of either Education or Labor. Therefore, in this report, regional, area, district, state, and other types of offices will be referred to as field offices.

[3]Some Labor Department field offices are located in state facilities, and no rents were charged. GSA does not have rental contract information, such as space and use, for these locations. Because we were unable to obtain information for these locations, the total amount of Labor's field office space is somewhat underestimated.

locations.[4] The Education component[5] with the greatest number of field staff was the Office for Civil Rights (OCR), with about 40 percent of Education's total field staff. OCR's 638 on-board field staff enforce civil rights laws and combat discrimination in America's schools.[6] OCR's 11 field offices were located in the 10 federal region cities, with an additional office located in Cleveland, Ohio. Education's Office of Inspector General (OIG) maintained the most field offices of any Education component—21—and used 241 full-time equivalents (FTE) to audit and investigate the operation of federally supported education programs.[7]

Labor had many components with substantial field office structures whose responsibilities included overseeing working conditions, ensuring compliance with minimum wage laws and other work place standards, and overseeing the Department's employment training programs. For example, the Employment Standards Administration (ESA) had the most field offices, 396, and the most authorized field staff positions—84 percent of its 3,677 positions were allocated to the field. ESA was responsible for administering and enforcing a variety of laws setting minimum standards and conditions of employment—such as minimum wages—which must be met by employers; providing workers' compensation benefits; and enforcing antidiscrimination statutes for federal contractors. Another Labor component, the Mine Safety and Health Administration (MSHA), was essentially a field operation, with 91 percent of its 2,521 positions assigned to 155 field offices.

Together, the Departments of Education and Labor spent about $867 million in support of their field operations in fiscal year 1995, more than three-quarters of which was for staff salaries and benefits. Consistent with its larger size, Labor spent considerably more on field operations than Education, $755 million as compared with $112 million. Education spent $8.5 million on about 495,000 square feet of space for its field staff,

[4]The federal government created 10 standard administrative regions to achieve more uniformity in the location and geographic jurisdiction of federal field offices. The cities associated with these 10 regions are Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle.

[5]Components are the major functional units within each department. For example, the Department of Education has 17 major components, such as the Office of Elementary and Secondary Education and the Office for Civil Rights. The Department of Labor has 26 components, such as the Occupational Safety and Health Administration and the Employment Standards Administration.

[6]On-board staff data indicate the personnel strength of a federal department and count the actual number of workers—not work-years—as of the end of a reporting period.

[7]Federal employment levels are computed on a full-time equivalent basis, typically for a full fiscal year. This method of estimating and controlling federal employment measures the authorized or budgeted work-years for departments and agencies.

of which 28 percent was owned by the federal government. Labor spent $57.8 million for a total of 3 million square feet of space for field staff, about 30 percent of which was owned by the federal government.

In recent years both Departments have begun looking at whether they can streamline their field operations. For example, Education's OIG has eliminated one field office and one regional office and along with OCR is restructuring its field operations. Eight Labor components have restructuring plans. For example, the Office of the American Workplace is reorganizing its field structure to improve field office operations and respond to National Performance Review goals.[8] In addition, the Office of the Solicitor (SOL) has eliminated one of its field offices.

Background

The Department of Education manages the federal investment in education and leads the nation's long-term effort to improve education. Established as a separate department in 1980, Education's mission is to ensure equal access by the nation's populace to education and to promote improvements in the quality and usefulness of education. For fiscal year 1995, Education was appropriated $32.4 billion and authorized 5,131 FTE positions[9] to administer and carry out its 240 educational assistance programs, including aid to distressed schools through the Elementary and Secondary Education Act, support for technical training through the Carl D. Perkins Vocational and Applied Technology Education Act, support for special education programs for the disabled, and support for higher education through subsidized and unsubsidized loans and grant programs.

Although Education only became a department in 1980, its field structure dates back to 1940 when the Office of Education had its own representatives in federal regional offices to assist in administering federal education laws. Historically, the major function of these offices has been to help local administrators understand federal education legislation and obtain available federal funds for education purposes.

The Department of Labor's mission is to foster, promote, and develop the welfare of U.S. wage earners; improve their working conditions; and advance their opportunities for profitable employment. In carrying out this mission, Labor—established as a department in 1913—administers and

[8]The National Performance Review, under the direction of the Vice President, is a major management reform initiative by the administration and is intended to identify ways to make government work better and cost less.

[9]Education has experienced a long-term decline in staffing from 7,528 in 1980.

enforces a variety of federal labor laws guaranteeing workers' rights to work places free from safety and health hazards, a minimum hourly wage and overtime pay, unemployment insurance, workers' compensation, and freedom from employment discrimination.

Labor also protects workers' pension rights; provides for job training programs; helps workers find jobs; and tracks changes in employment, prices, and other national economic measurements. Although Labor seeks to assist all Americans who need and want to work, special efforts are made to meet the unique job market needs of older workers, economically disadvantaged and dislocated workers, youth, women, the disabled, and other groups. In fiscal year 1995, Labor had a budget of $33.8 billion and was authorized 17,632 FTE positions to administer and carry out its activities.[10]

Education and Labor Field Offices Are Located Throughout the United States

In fiscal year 1995, the Department of Education[11] had 72 field offices and the Department of Labor[12] had 1,074. These field offices were located in 438 localities[13] across the 50 states, the District of Columbia, and two territories (see fig. 1). Concentrations of offices are found in the 10 federal region cities, where a total of 279 Education and Labor field offices are located, with a total of 5,987 staff (see table 1). About 245 localities had a single Education or Labor field office, and 148 localities had between two and five offices (see fig. 2).

[10]Labor has experienced a long-term decline in staffing from over 24,000 in 1980.

[11]See app. II for profiles of each of the Department of Education's components with field offices.

[12]See app. III for profiles of each of the Department of Labor's components with field offices.

[13]For listings of the locations, the components with offices in each location and the number of staff at each location, see app. IV for the Department of Education and app. V for the Department of Labor.

Figure 1: Locations of Education and Labor Field Offices

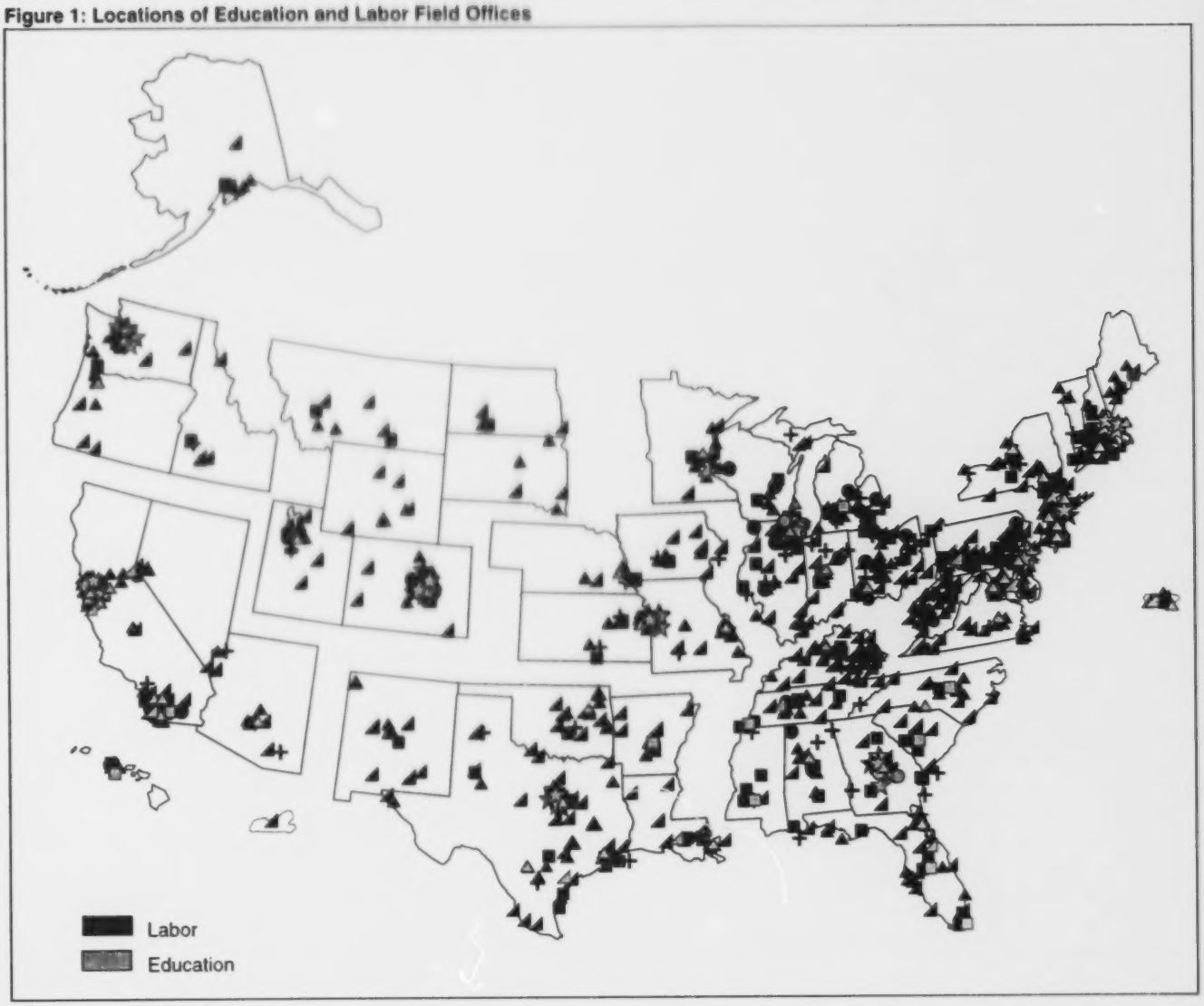


Table 1: Number of Field Offices, On-Board Staff, and Total Space for Education and Labor Offices Located in the 10 Federal Region Cities, Fiscal Year 1995

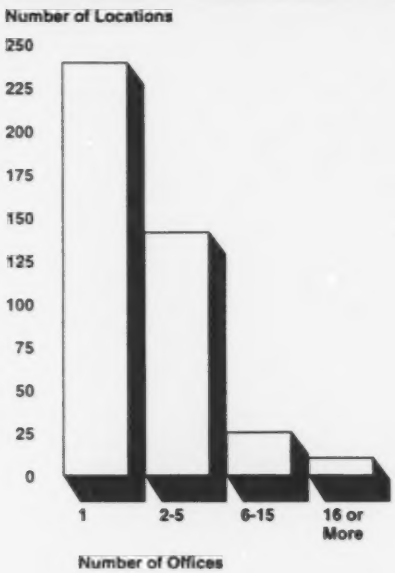
	Department of Education			Department of Labor		
Federal region city (region number)	**Number of offices**	**Number of staff**	**Total space (square feet)[a]**	**Number of offices**	**Number of staff[b]**	**Total space (square feet)**
Boston (I)	6	102	22,970	23	388	195,859
New York (II)	6	127	52,683	24	545	151,394
Philadelphia (III)	6	119	32,440	24	488	128,738
Atlanta (IV)	6	273	65,582	21	499	127,572
Chicago (V)	6	228	100,442	23	514	127,852
Dallas (VI)	6	155	37,369	23	485	135,723
Kansas City (VII)	6	113	35,239	20	343	113,032
Denver (VIII)	6	90	23,110	22	433	72,940
San Francisco (IX)	6	212	51,251	22	557	149,496
Seattle (X)	6	79	24,115	17	234	61,941
Total	**60**	**1,501**	**445,201**	**219**	**4,486**	**1,264,547[c]**

[a]Information provided by GSA.

[b]On-board staff counts shown are based on Labor's Personnel Management Information System and input from component officials through Labor's Office of the Assistant Secretary for Administration and Management.

[c]Does not include space in state buildings for which Labor could not provide us information.

Figure 2: Concentration of Education and Labor Field Offices



Education Field Offices

Six of Education's 17 major components maintained field offices (see table 2). Each of the six Education components with field offices had an office in all 10 federal region cities. In total, 94 percent of Education's field staff were located in these 10 cities. The concentration of Education's field offices in the federal region cities is a reflection of the role of Education's field structure, which is principally to ensure the integrity of grant and loan programs and to ensure that federal programs are equitably accessible. For example, the Office of Postsecondary Education (OPE) formulates policy and oversees the student loan program and other sources of federal support for postsecondary students and schools. The OPE field offices carry out technical assistance, debt collection, and monitoring activities that affect students, institutions, contractors, lenders, and guaranty agencies. The mission of OCR is somewhat different in that its responsibility is to enforce civil rights laws in the nation's schools. Its regional offices carry out these functions.

Table 2: Department of Education Components, Their Functions, and Number of Field Offices

Component	Function	Field offices
Office of the Secretary[a]	Administers the programs and activities of the Department and also encourages the general public's understanding of the Department's goals, programs, and objectives.	None
Office of the Chief Financial Officer	Serves as the principal adviser to the Secretary on all matters related to grant-making, cooperative agreements, and procurement; and financial management, control, and accounting.	None
Office of General Counsel	Provides legal advice to the Secretary and to the components of the Department.	None
Office of the Inspector General	Conducts and supervises audits and investigations relating to programs and operations of the Department.	21
Office of Intergovernmental and Interagency Affairs	Provides leadership in coordinating regional and field activities and establishes and directs intergovernmental and interagency services for the Department.	10
Office of Legislation and Congressional Affairs	Provides the direction, planning, and development for the implementation of the legislative goals of the Department. Assures the receipt of necessary information relating to policies and programs and assures the Department's responsiveness to requests.	None
Office of Management	Provides the administrative services to assist the field office staff; includes managing the Federal Real Property Assistance Program to ensure maximum utilization of surplus federal property for educational purposes and providing personnel services to regional employees in other program offices.	10
Office of Bilingual Education and Minority Languages Affairs	Administers programs designed to fund activities that are directed toward students with limited English proficiency. It also administers contracts for research, evaluation, and technical assistance to help meet the needs of students with limited English proficiency.	None
Office for Civil Rights	Ensures that institutions that receive federal financial assistance do not discriminate against American students, faculty, or other individuals on the basis of race, color, national origin, gender, disability, or age.	11
Office of Educational Research and Improvement	Directs programs that allow for the assessment of student achievement and the condition and progress of education; supports basic and applied research; and promotes the use of technology in education.	None

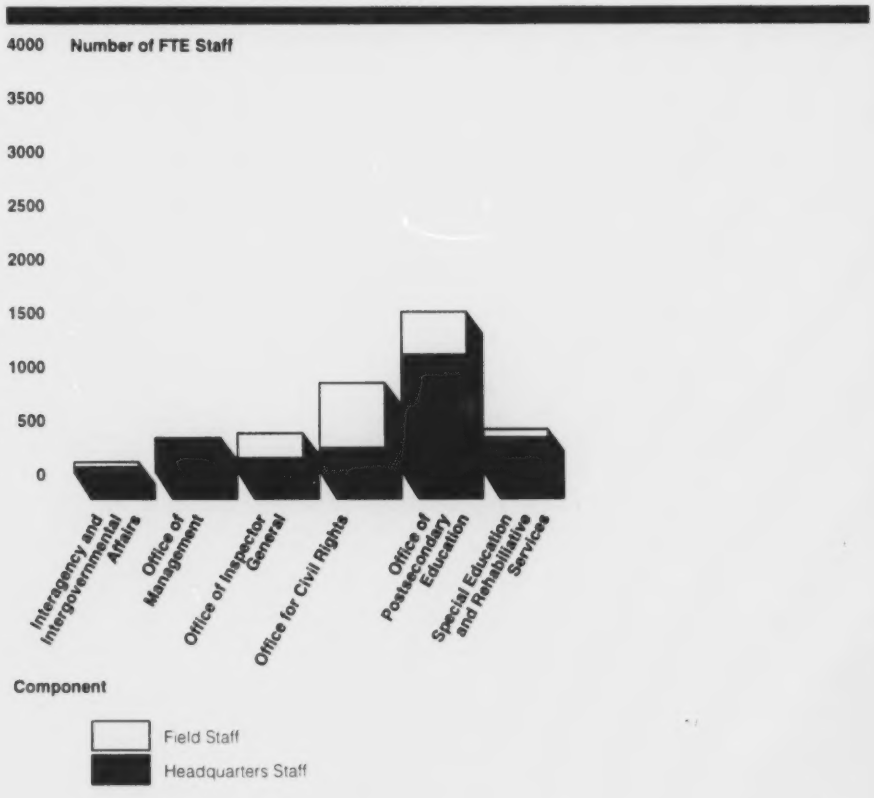
(continued)

Component	Function	Field offices
Office of Elementary and Secondary Education	Formulates policies for programs and coordinates the activities relating to preschool, elementary, and secondary education including grants and contracts to state education agencies, local school districts, drug-free schools, impact aid, and other school improvement programs.	None
Office of Postsecondary Education	Formulates policy and coordinates programs for assistance to students pursuing postsecondary education, and to institutions that provide postsecondary education including programs for grants, work-study, and loans.	10
Office of Special Education and Rehabilitative Services	Coordinates special education programs designed to meet the needs and develop the full potential of children with disabilities, as well as increase their self-reliance through programs for the training of teachers, grants and research, financial aid, and media services.	10
Office of Vocational and Adult Education	Administers grant, contract, and technical assistance programs for adult education and literacy as well as vocational-technical education.	None
National Assessment Governing Board	Sets policy for the National Assessment of Educational Progress (NAEP) commonly referred to as the "Nation's Report Card." Monitors, prepares, and recommends procedures for reporting and disseminating NAEP results; reviews and recommends NAEP test content.	None
Advisory councils	Provide the Secretary, the President, and the Congress with recommendations concerning the administration and operation of education programs. All of the Department's advisory committees are required by statute or Executive Order and do not strictly act as a single component.	None
National Institute for Literacy	Coordinates support for the provision of literacy and basic skill services across federal agencies and at the state and local levels. Among other activities, the Institute also works with the National Education Goals Panel to measure progress toward the National Education Goals.	None

[a]Two other offices also support this function. The Office of the Deputy Secretary advises the Secretary on all major program and management issues and is responsible for the internal management and daily operations of the Department. The Office of the Under Secretary is the principal policy adviser to the Secretary and is responsible for the Department's budget implementation of departmental policies.

Two-thirds of the Department of Education's staff was located in headquarters in fiscal year 1995. Of Education's 5,131 authorized FTE positions, 4,835 were actually used and 1,501, or about 31 percent of this amount, were used to support Education's field operations. Staff usage for three components—OCR, OIG, and OPE—taken together represented 90 percent of Education's field strength in fiscal year 1995. OCR and OIG used the preponderance of their staff resources in their field offices—about 80 percent for OCR and 68 percent for OIG (see fig. 3). OPE had about a third of Education's total field staff positions.

Figure 3: Department of Education Field Staff Allocations, Fiscal Year 1995



Labor Field Offices

In fiscal year 1995, 1,074 field offices supported 17 of Labor's 26 components (table 3).[14] Of Labor's total authorized staffing of 17,632 FTEs, about 63 percent (11,095) were allocated to field offices. Labor's field offices were in a total of 437 localities across the nation. About 21 percent (229 offices) of Labor's field offices and 42 percent of on-board field staff were located in the 10 federal region cities; together these offices were supported by 4,486 staff.

Table 3: Department of Labor Components, Their Functions, and Number of Field Offices

Component	Function	Field offices
Departmental Management	Includes all functions for the subcomponents listed below	62
Office of the Secretary[a]	Develops and executes policies and administers and enforces laws relating to wage earners, their working conditions, and their employment opportunities.	None
Office of Congressional and Intergovernmental Affairs	Serves as the principal representative for the Secretary's legislative program and as the principal liaison with state and local elected officials. OCIA is responsible for maintaining good relations with the Members of Congress and their staffs, state and local officials, and special interest groups.	9
Office of Public Affairs	Plans, coordinates, and executes activities to ensure that all Americans have access to departmental programs that affect them and informs the general public about the Department's programs and policies.	10
Office of Small Business and Minority Affairs	Administers Executive Order 12876, which promotes and increases participation of historically black colleges and universities in federal programs and similar initiatives for Hispanic and other minority colleges and universities.	None
Administration and Management	Responsible for departmentwide administrative policies and programs related to personnel, equal employment opportunity, safety and health, budget and finance, information resources, and administrative services.	None

(continued)

[14]Labor considers the Office of the Assistant Secretary for Administration and Management, the Directorate of Civil Rights, the Office of Congressional and Interagency Affairs, the Office of Public Affairs, the Women's Bureau, the Office of the Solicitor, and the Office of Administrative Law Judges collectively as part of its Departmental Management function because these components support the activities of the entire agency. In this report, we have included the Working Capital Fund as part of the Departmental Management function because it also provides administrative and other support services departmentwide. The Working Capital Fund is a revolving account that normally receives funds at the beginning of each quarter that are included in each component's budget. The components then draw the funds as needed. Funds in this account do not have to be reauthorized by the Congress every year. See app. III for more information about Labor's Departmental Management function.

Component	Function	Field offices
Bureau of International Labor Affairs	Directed by the Deputy Under Secretary for International Affairs, the Bureau assists in formulating international economic, trade, and immigration policies as well as represents the U.S. on delegations to multilateral and bilateral trade negotiations.	None
Office of the Solicitor	Provides the legal services necessary to fulfill the Department's mission and coordinates the Department's legislative program by preparing testimonies and reports on proposed legislation as well as providing legal assistance to interagency groups responsible for U.S. trade matters.	15
Office of Administrative Law Judges	Presides over formal hearings to determine violations concerning minimum wage, compensation benefits, discrimination, employee protection, and health and safety regulations.	8
Benefits Review Board	Considers and decides appeals of the decisions of administrative law judges regarding the Longshoremen's and Harbor Workers' Compensation Act and the Black Lung Benefits Act of 1972.	None
Employees' Compensation Appeals Board	Considers and decides appeals of decisions in cases arising under the Federal Employees' Compensation Act. The Board's decisions are final and not subject to court review.	None
Wage Appeals Board/Board of Service Contract Appeals	Assists the Secretary of Labor in deciding appeals relating to disputes concerning payments, coverage of various acts, and recommendations by federal agencies for appropriate adjustments of liquidated damages.	None
Office of Administrative Appeals	Assists the Deputy Secretary in reviewing appeals of administrative law judges' decisions.	None
President's Committee on Employment of People With Disabilities	Facilitates the coordination of public and private efforts to enhance the employment of people with disabilities. The Committee reports to the President on the progress and problems of maximizing employment opportunities for people with disabilities.	None
Women's Bureau	Formulates standards and policies that promote the welfare of wage-earning women, improve their working conditions, increase their efficiency, and advance their opportunities for more profitable careers.	10

(continued)

Component	Function	Field offices
Directorate of Civil Rights	Ensures compliance with all laws prohibiting discrimination in programs and activities receiving or benefiting from Department of Labor funds.	None
Chief Financial Officer	Ensures that there is proper accounting for revenues and expenditures, financial policies and procedures comply with standards, funds and assets are safeguarded against waste and fraud, and obligations and costs comply with laws and regulations.	None
Working Capital Fund	A revolving account that provides for the payment of financial and administrative services, field services, facilities management, human resource services, mail and telecommunications.	None
Bureau of Labor Statistics	Collects, processes, analyzes, and disseminates data relating to employment, unemployment, prices and consumer expenditures, wages, industrial relations, productivity and technological change, economic growth and employment projections, and other social and economic issues.	8
Employment Standards Administration	Administers and directs programs dealing with minimum wage and overtime standards, registration of farm labor contractors; and affirmative action and nondiscrimination for minorities, women, veterans, and handicapped government contract and subcontract workers.	396
Employment and Training Administration	Fulfills responsibilities relating to employment services, job training and unemployment insurance. It funds and oversees programs to provide job training; formulates and promotes apprenticeship standards and programs; and conducts programs of research, development, and evaluation. Participates with the Department of Education in developing systems that enable U.S. students to transition from school to work.	146
Mine Safety and Health Administration	Develops mandatory mining safety and health standards, ensures compliance with the standards, assesses civil penalties for violations, investigates accidents, and improves and expands training programs.	155

(continued)

Component	Function	Field offices
Office of the American Workplace	Safeguards the financial integrity and internal democracy of labor unions by providing public disclosure of annual financial reports; conducting compliance audits to ensure union compliance with applicable standards; conducting civil and criminal investigations; and providing compliance assistance to union officials and members.	33
Office of the Inspector General	Provides comprehensive, independent, and objective audit and investigation programs to improve the economy, efficiency, and effectiveness of operations and ensures employee and program integrity by detecting and preventing fraud, abuse, and criminal activity.	44
Occupational Safety and Health Administration	Develops job-related safety and health standards and regulations, conducts investigations and inspections to assess work place compliance with the standards and regulations, and issues citations and penalties for noncompliance.	107
Pension and Welfare Benefits Administration	Helps to protect the economic future and retirement security of working Americans and their dependents by deterring and correcting violations of the Employee Retirement Income Security Act of 1974 and other relevant statutes, through a program of civil and criminal investigations; developing policies and laws that simplify compliance and encourage the growth and preservation of employment-based benefits; and ensuring that workers get the information they need to protect and secure their benefit rights.	15
Veterans' Employment and Training Service	Formulates and implements all departmental policies, procedures, and regulations affecting veterans and is responsible for administering veterans' employment and training programs.	108

[a]Includes the Offices of the Secretary, Deputy Secretary, Chief Economist, and the Deputy Assistant Secretary for Policy and Budget.

Most of Labor's components with field offices had more than half of their staff resources assigned to the field (see fig. 4). MSHA has the highest proportion of its staff positions in the field, 91 percent, to inspect mines and protect the life and health of the nation's miners. Similarly, the Occupational Safety and Health Administration had about 82 percent of its staff positions allocated to its field offices. ESA had 84 percent of its 3,677

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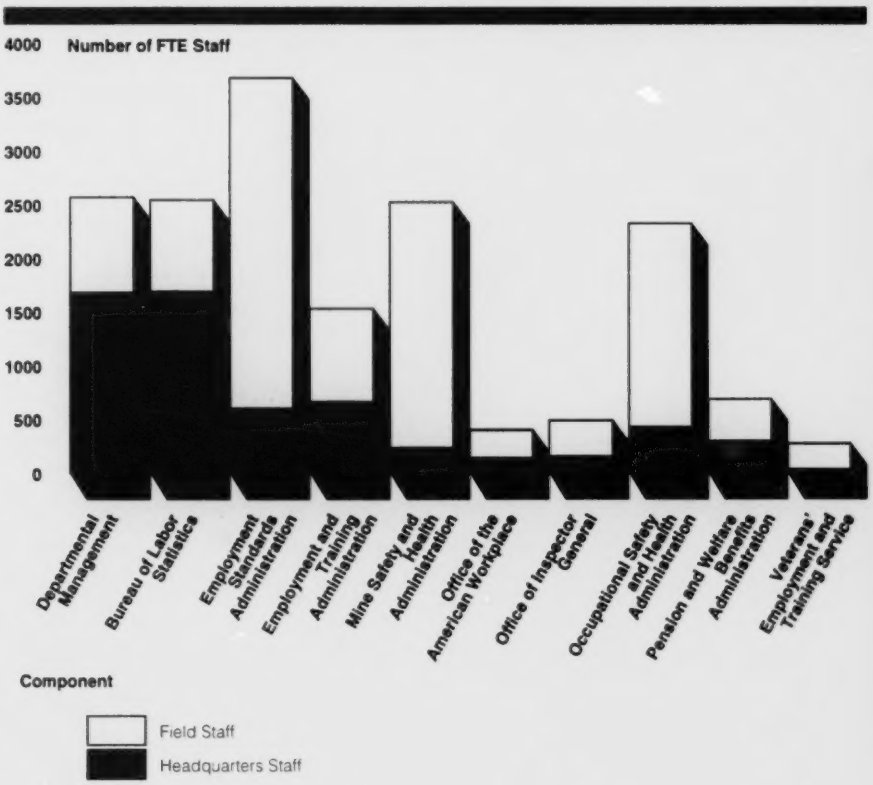
staff resources allocated to its 396 field offices. The concentration of Labor's staff in its field offices reflects the primary mission of these components' responsibilities. For example, ESA, MSHA, the Occupational Safety and Health Administration (OSHA), and the Pension and Welfare Benefits Administration are all focused on ensuring workers' rights to safe, healthful, and fair workplaces through their enforcement and inspection activities.

Figure 4: Department of Labor Field Staff Allocations, Fiscal Year 1995



Education and Labor Field Office Staff Reflect the Varied Responsibilities of Each Agency

The occupational series that predominated in both Departments varied by component and were related to the mission of the component. For example, half the field staff of Education's Office of Special Education and Rehabilitative Services were rehabilitation services program specialists, about half the staff of OCR were equal opportunity specialists, and about 60 percent of OIG's field staff were auditors (see table 4).

Table 4: Major Occupational Series for Department of Education Field Component Staff

Component	Occupational series	Percentage of component field staff
Office of Intergovernmental and Interagency Affairs	Secretary's regional representative	36
	Public affairs specialist	19
Office of Management	Personnel management specialist	72
Office of Inspector General	Auditor	60
	Criminal investigator	32
Office for Civil Rights	Equal opportunity specialist	56
	Attorney	16
Office of Postsecondary Education	Loan/contract/account and institutional review specialist	50
	Management analyst	17
Office of Special Education and Rehabilitative Services	Rehabilitation services program specialist	49
	Grant and financial specialist	30

Similarly, Labor's field staff occupational series were related to a component's primary functions. For example, in fiscal year 1995, ESA had three major subcomponents, each with a different mission; thus, a third of its staff were wage and hour compliance specialists, a quarter were workers' compensation claims examiners, and about 20 percent were equal opportunity specialists (see table 5). Two-thirds of OSHA's staff were safety/health specialists or industrial hygienists.

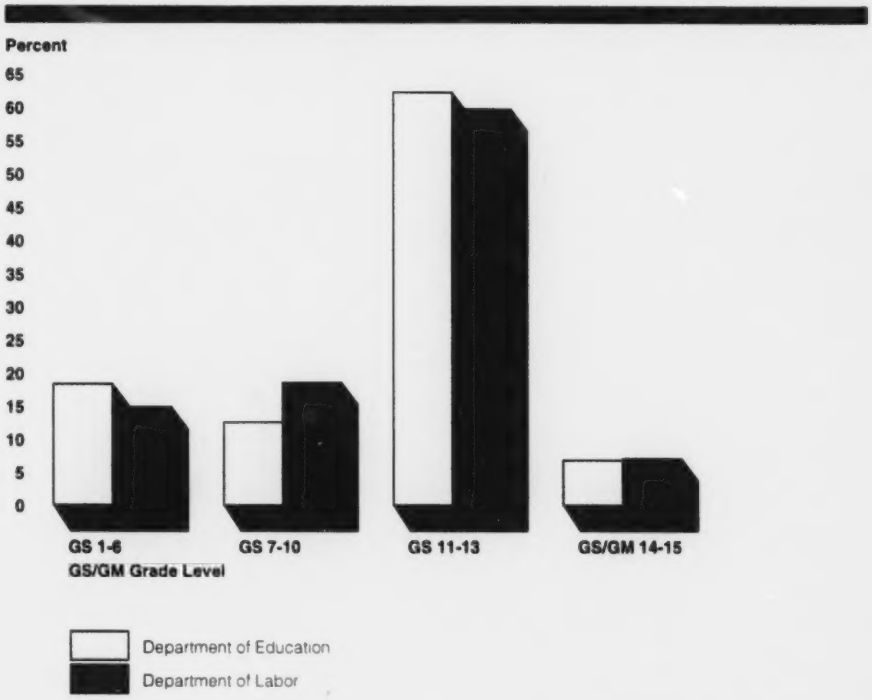
Table 5: Major Occupational Series for Department of Labor Component Field Staff

Component	Occupational series	Percentage of component field staff
Departmental Management	Attorney and related	48
Bureau of Labor Statistics	Economist	49
Employment Standards Administration	Wage and hour compliance specialist	33
	Workers' compensation claims examiner	24
	Equal opportunity specialist	19
Employment and Training Administration	Manpower development specialist	38
	Apprenticeship training representative	16
	Unemployment Insurance program specialist	11
Mine Safety and Health Administration	Mine safety/health inspector	62
Office of the American Workplace	Investigator	82
Office of Inspector General	Criminal investigator	48
	Auditor	34
Occupational Safety and Health Administration	Safety/health specialist	40
	Industrial hygienist	26
Pension and Welfare Benefits Administration	Investigator	62
	Auditor	20
Veterans' Employment and Training Service	Veterans program specialist	71
	Veterans program assistant	26

Field office staff at both Departments were composed primarily of employees in General Schedule (GS) or General Management (GM)[15] grades 11 through 13, representing about 60 percent of both Education and Labor field staff (see fig. 5). Seven percent of both Education and Labor field staff were senior managers (GS-14 and –15).

[15]The General Schedule is the broadest subdivision of the federal position classification system. GS is the designation used by the federal government for its professional and support staff positions and includes a range of responsibility for covered positions from grades GS-1 to GS-15. The designation GM is used for supervisory and management positions at grades 13, 14, and 15. Most positions above grade GS-15 are included in the Senior Executive Service, which is outside the General Schedule.

Figure 5: Grade Levels for Education and Labor Field Staff

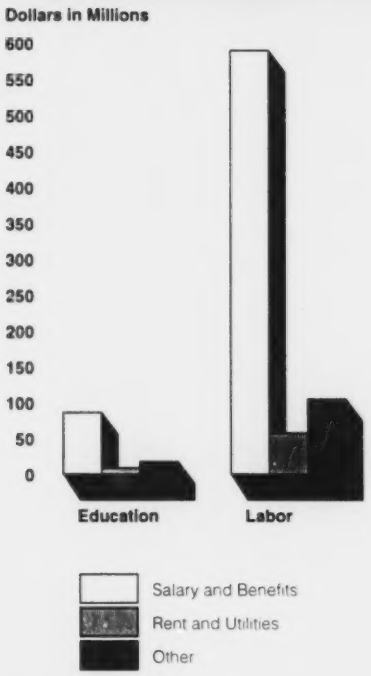


Education's and Labor's Largest Field Office Costs Were Staff Salaries and Benefits

Together Education and Labor spent about 1.3 percent ($867 million) of their combined budget of approximately $66 billion in support of their field operations; more than three quarters of this amount was for staff salaries and benefits. According to GSA, Education's 72 field offices occupied about 495,000 square feet of space. Approximately 357,000 square feet of Education's field office space was leased from private entities, while 28 percent was federally owned. In fiscal year 1995, Education spent about $112 million on field office costs such as rent and utilities, staff salaries and benefits, and other administrative costs (see fig. 6). According to GSA, Labor occupied a total of 3 million square feet of space, 2.1 million square feet of which was leased.[16] Labor spent a total of $755 million on its field operations, mostly for staff salaries.

[16]Some additional space is used by Labor field locations in rent-free, state-owned buildings. Labor could not provide us with use and square footage information for this space.

Figure 6: Spending for Education and Labor Field Offices, Fiscal Year 1995



Education and Labor Are Planning Changes to Their Field Office Structures to Improve Efficiency

Both Education and Labor have eliminated and/or consolidated a few field offices within the last 5 years to improve service delivery or office operations. Within Education, such restructuring activities occurred in OIG and OCR, while at Labor, ESA, the Office of the American Workplace (OAW), and the Office of the Solicitor reported that they are reorganizing their field offices and functions along with the Employment and Training Administration (ETA), MSHA, OIG, the Office of the Assistant Secretary for Administration and Management (OASAM), and the Veterans' Employment and Training Service (VETS).

In fiscal year 1995, Education's OIG restructured its 10 regional and 11 field offices into four areas: the Northeast Area includes Boston, New York, Philadelphia, and the Division of Headquarters Operations; the Capital Area includes Headquarters Audit Region and Accounting and Financial Management staff; the Central Southern Area includes Atlanta and Chicago; and the Western Area includes Dallas, Kansas City, Denver, San Francisco, and Seattle. The OIG reduced the amount of rented space in 10

locations to lower its leasing costs and eliminated the Baton Rouge field office and the Denver regional office as of June 30, 1996.

Education's OCR is in the process of reorganizing its headquarters division and 1 field and 10 regional offices into four mega-regions called enforcement divisions. These enforcement divisions will be (1) Enforcement Division A—New York, Philadelphia, and Boston; (2) Enforcement Division B—Atlanta, Dallas, and the new Washington, D.C./Metro office; (3) Enforcement Division C—Kansas City, Chicago, and Cleveland; and (4) Enforcement Division D—Seattle, San Francisco, and Denver. (For a more complete discussion of Education field office changes, see the component profiles in app. II.)

In fiscal year 1995, Labor's Office of the Solicitor examined its regional office structure in light of agencywide streamlining and reinvention initiatives. The analysis led to the decision to close the Solicitor's branch office in Ft. Lauderdale, Florida.

By fiscal year 1999, Labor plans to have completed the reorganization of ESA's Wage and Hour Division and its Office of Federal Contract Compliance Programs (OFCCP) field operations. Wage and Hour's eight regional offices will be reduced to five through the consolidation of its current (1) Philadelphia, New York and Boston regional offices into a northeast regional office and (2) Chicago and Kansas City regional offices into a single office. Labor also plans to reduce the number of Wage and Hour district offices and increase its area offices. This will essentially involve redefining the duties of about 10 district offices to provide more frontline services and fewer management-related activities. Also, through employee attrition, management/supervisory staff buyouts, and selective staff hiring, Labor plans to reduce the number of its Wage and Hour staff and its management-to-staff ratios to increase the proportion of frontline employees to better serve its many customers.

Four of OFCCP's regional offices will be combined into two. Its current Chicago and Kansas City regional offices will be merged to form one new office, and its Dallas and Denver regional offices will be combined to form the other. Also, Labor plans to eliminate at least two OFCCP district offices.

OAW is in the process of reorganizing to streamline field office management and operations. The target field structure would consist of 20 field offices and 13 resident investigator offices divided into five geographic regions. The reorganization is expected to eliminate two and, in some instances,

three layers of program review, significantly expand supervisory span of control, and increase the number of resident investigative offices.

ETA has begun to reassess its field structure and is considering realigning and/or consolidating certain programs, functions, services, and field offices. ETA is currently reevaluating its operations in the 10 federal region cities with a view to locating them in the same area or building where feasible. ETA has reduced its total staff by 20 percent, well above its streamlining goal of a 12 percent reduction in total staffing by fiscal year 1999.

Four other Labor components—MSHA, OIG, OASAM, and VETS—have also been involved in restructuring efforts. In fiscal year 1995, MSHA eliminated several of its coal mine safety and health subdistrict offices as a way to eliminate a managerial layer. Plans to restructure the OIG's entire field structure were in process in fiscal year 1995 resulting in the elimination of eight field offices in fiscal year 1996 and a realignment of management functions and fewer GS-15 positions. The OIG is currently evaluating its Washington, D.C., field offices. OASAM, while maintaining a physical presence in each of its regions, reduced its number of regional administrators from 10 to 6. VETS is awaiting congressional approval to reduce the number of field offices that support its operations. (For a more complete discussion of Labor field office changes, see the component profiles in app. III.)

Agency Comments

The Department of Education provided us with technical comments on a draft of this report, which we have incorporated as appropriate. Education's letter is printed in appendix VI.

The Department of Labor also provided us with comments on a draft of this report and made two specific comments. First, it questioned our definition of a field office, and was concerned that using the same term to refer to all types of offices implied they were all of the same value and that this would be misleading to the reader. The list of field offices we used in this report was provided to us by Labor. In addition, the definition of field office used in this report is consistent with the information contained in our June 1995 report, Federal Reorganization: Congressional Proposal to Merge Education, Labor, and EEOC (GAO/HEHS-95-140, June 7, 1995), upon which this report follows up. The definition we used separately counts offices that had different functions or were part of different components, even if they were at the same location. The information contained in

appendix III of this report explains the roles, functions, and differences between the various types of field offices associated with each of Labor's components.

Second, Labor questioned the utility of using fiscal year 1995 data, noting that the Department was making changes in its field operations that the use of fiscal year 1995 information would not capture. We used fiscal year 1995 data because it was the most recent, comprehensive, and consistent information available on Education's and Labor's headquarters' and field operations. The detailed discussion of Labor's components, their staffing, costs, and field office functions contained in appendix III was designed to provide a current and up-to-date picture of the Department's field operations. It also contains a separate discussion of field office and organizational changes that have occurred since September 30, 1995, and notes future changes that Labor told us were planned. Labor also provided us with technical comments, which we incorporated as appropriate. Labor's comments are printed in appendix VII.

We are sending copies of this report to the Secretaries of Education and Labor; the Director, Office of Management and Budget; and other interested parties.

Please contact me on (202) 512-7014 or Sigurd R. Nilsen, Assistant Director, on (202) 512-7003 if you have any questions about this report. GAO contacts and staff acknowledgments are listed in appendix VIII.

Carlotta C. Joyner
Director, Education
and Employment Issues

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Abbreviations

ALJ	Office of Administrative Law Judges
BAT	Bureau of Apprenticeship Training
BLS	Bureau of Labor Statistics
DCR	Directorate for Civil Rights
DM	Departmental Management
ERISA	Employee Retirement Income Security Act
ESA	Employment Standards Administration
ETA	Employment and Training Administration
FTE	full-time equivalent
GSA	General Services Administration
GM	General Management
GS	General Schedule
LMRDA	Labor-Management Reporting and Disclosure Act
MSHA	Mine Safety and Health Administration
NAEP	National Assessment of Educational Progress
NEARS	National Electronic Accounting Report System
OASAM	Office of the Assistant Secretary for Administration and Management
OAW	Office of the American Workplace
OCIA	Office of Congressional and Intergovernmental Affairs
OCR	Office for Civil Rights
OFCCP	Office of Federal Contract Compliance Programs
OIG	Office of Inspector General
OIIA	Office of Intergovernmental and Interagency Affairs
OLMS	Office of Labor-Management Standards
OM	Office of Management
OPA	Office of Public Affairs
OPE	Office of Postsecondary Education
OSERS	Office of Special Education and Rehabilitation Services
OSHA	Occupational Safety and Health Administration
OWCP	Office of Worker's Compensation Programs
PBS/IS	Public Building Service Information Systems
PWBA	Pension and Welfare Benefits Administration
RSA	Rehabilitative Services Administration
SOL	Office of the Solicitor
VETS	Veterans' Employment and Training Administration
WB	Women's Bureau
WCF	Working Capital Fund
WHD	Wage and Hour Division

Scope and Methodology

We designed our study to gather information on the Departments of Education and Labor field office structures. Specifically, we gathered data on the location, staffing, square footage, and operating cost for each Department in total and its field offices. For purposes of our review, we defined a field office as any type of office other than a headquarters office—for example, a regional office, district office, or area office—established by an Education or Labor component. To perform our work, we obtained and analyzed General Services Administration (GSA) facility data and the Departments' staffing, cost, and location data. We did our work between January and July 1996 in accordance with generally accepted government auditing standards.

Data Collection and Analysis

Data were obtained from a variety of sources because no one single source maintained all the information we sought. GSA provided data on the amount of space occupied, space usage, and rent and utilities costs for each of Labor's components by city and state. GSA also provided total space and rent and utility cost information for Education, without component breakouts. Education provided information on the square footage occupied by its field offices and their rent and utility costs. Education also provided information on full-time equivalent (FTE) staff positions; on-board staff; personnel costs (salaries and benefits); other operating costs, such as travel and supplies; and office locations by field office. All information received from Labor was obtained through the Office of the Assistant Secretary for Administration and Management (OASAM). Labor provided data on FTEs by component. To calculate on-board staff counts, we obtained an extract of Labor's personnel management information system showing personnel by component by city and state location. These data were augmented with information from Labor's components. Additionally, Labor provided departmentwide and field information on personnel and other costs by component—but not by field office.

Field Office Space and Costs

To analyze field office space and rent and utility cost data, we obtained an extract of GSA's Public Building Service Information Systems (PBS/IS) and National Electronic Accounting Report System (NEARS) databases covering all Labor and Education space rented or owned by GSA as of September 30, 1995. The PBS/IS database contained square footage allocations and information on space usage and the status and duration of the lease or rental. The NEARS database contained rent and utilities cost information. Both files were organized by GSA assignment number—that is, the unit

used by GSA for billing the Departments.[17] The file contained 1,056 unique assignment numbers for Labor and 62 for Education. These assignment numbers do not necessarily indicate different locations or individual field offices.

The focus for this review was on field office rather than headquarters function and space. The GSA files used for our square footage, space usage, and rent and utility cost analyses did not contain information linking square footage with the organizational level—for example, area, district, regional, or headquarters —of the specific office. This created a special problem for identifying Washington, D.C., field offices. Thus, because we were unable to separate Washington, D.C., field offices from headquarters, for the purposes of identifying square footage and rent and utility costs, we treated all offices located in Washington, D.C., as headquarters.[18] Eliminating the D.C. offices from this analysis resulted in the exclusion of 18 cases for Education and 17 for Labor, giving us 44 assignment numbers for Education and 1,039 for Labor in our analytic file.[19]

Because the level of detail of GSA's information on Education's space was not equivalent to that provided for Labor—that is, for Education we could not identify organizational level, or component, associated with square footage or cost, nor could we identify square footage by use category—we augmented the data for Education with information directly from the Department. In presenting detailed square footage estimates for Labor in appendix III, we used GSA's four use categories—total square footage; office space; storage; and special square footage, which includes training areas, laboratories and clinics, automated data processing, and food service space. Discussions of square footage for Education in appendix II are in the 3 categories as forwarded to us by the Department—office, parking, and storage. Total agency square footage estimates presented in the body of the report for both Labor and Education—including rent and utilities costs—were provided to us by GSA.

[17]A GSA assignment number designates space occupied by separate functional groups of employees—such as personnel, investigations, or facilities management—supporting a component. One or several assignment numbers could represent the space occupied by a single field office within a component. GSA identifies Labor components by bureau code numbers but has no unique identifiers for the space occupied by either Education or Labor field offices.

[18]This did not affect our count of field offices. All Washington, D.C., field offices were included in our other analyses.

[19]In fiscal year 1995, the Department of Education reported 2 field offices in the District of Columbia, and the Department of Labor reported 11.

Field Office Location

To determine the number of Education and Labor field offices and their locations, we used data prepared for us by the Departments. This information was in the form of listings, organized by component, linking organizational level—such as regional office or district office—with the relevant city and state where an office was located in fiscal year 1995. These listings identified 72 Education (as of April 20, 1995) and 1,037 Labor field offices (as of August 1, 1995). Additional Labor field offices were identified in other documents provided by the Department. As a result, our field office database increased to 1,056 Labor field offices. We based our analyses on this count of Labor offices along with the 72 Education field offices.

After Education and Labor reviewed a draft of this report, Labor revised its count of field offices, amending its previous list of field offices operational in fiscal year 1995 as provided to us on August 1, 1995. Our final field office database contained 1,074 Labor and 72 Education field offices.

Field Office Staffing and Personnel Cost

The Departments differed in their ability to provide FTE data. We obtained from Education the number of FTEs used—not authorized—by component and field office because Education does not allocate authorized FTEs below the component level. We obtained from Labor, authorized and used FTEs by component, but not by field office because Labor does not track either authorized or used FTEs at this level. Both Departments provided us with agencywide FTE data.

For on-board staff, the Departments provided nonidentifying data on the grade, occupational series, organizational, and geographic location for each employee as of September 30, 1995. Our analysis of Labor field office on-board staff was based on information extracted from the Department's personnel management information system, which indicated 10,632 on-board staff as of September 30, 1995. After reviewing a draft of this report, Labor revised its count of on-board staff to 10,654 on the basis of input by its components.

Personnel cost data (salary and benefits) along with other cost information for items such as supplies, materials, and travel was provided by the Departments in summary form by component at the national level.

For both location and staffing information, we aggregated the data and prepared summary statistics by component, city, and state. Similarly, we

developed summary statistics of city and state localities for field offices and field staff. Some individuals were employed at locations other than an official field office. Therefore, the total number of localities for field staff is greater than the number of localities for field offices.

Limitations

Unlike Education, Labor does not centrally maintain information on its components' field office locations, staffing, and costs. Instead, each component maintains such information itself and provides OASAM with information as requested. Thus, much of the information we requested from Labor for the individual components had to be obtained from the components by OASAM. Although each component was asked to give the same information, there is no assurance that all the information provided used consistent definitions and collection methods. Thus, some variation in data quality and consistency is possible.

We were unable to report data for those Labor field offices that were housed in state-owned buildings because our analysis of field office space and costs was limited to available GSA data. Additionally, because we could not directly identify square footage and rent and utility costs associated with field office functions located in headquarters space, we eliminated all Washington, D.C., locations from our field office analysis of space and rent and utility costs. This results in the estimates of costs and space for field locations to be understated by the amount allocated to field offices within the District of Columbia. Actual total field office space and rent and utility costs, therefore, may be somewhat higher than reported here. Additionally, square footage use categories reported for Labor were provided by GSA, while Education provided the information itself. Because these data were obtained from two different sources, the resultant calculations cannot be directly compared.

We did not visit the field offices and could not evaluate the adequacy of the reported space provided, nor could we determine whether the number and skill levels of the staff were sufficient to perform field office activities. In addition, we did not verify any of the data provided on field office location or staffing by the Departments, nor did we independently verify the accuracy of the data provided by GSA.

Department of Education Component Profiles

This appendix provides a snapshot of the Department of Education's field offices as of September 30, 1995. Each profile shows the locations of and describes the mission and activities performed by the field offices supporting six Education components in fiscal year 1995. In addition, each profile provides the following information about the field offices: (1) staffing, (2) space occupied, (3) costs to operate, and (4) field office restructuring activities or plans. (See table II.1 for a summary of staffing, space, and cost data for all six components.) In these profiles, regional, area, district, state, and other types of offices are referred to generically as field offices.

Unless otherwise noted, we used Education data to estimate the amount and cost of field office space by component because GSA does not provide square footage totals and rent/utility costs for units within Education. We also used Education data to identify the locations of official field offices; the FTE usage and on-board personnel strength of each component; salary, benefit, and other field office costs; and information about field office restructuring activities within the Department.

Table II.1: Department of Education Components Supported by Field Offices, Fiscal Year 1995

Education component	Field offices	On-board staff	Space (square feet)	Costs[a] (dollars in millions)
Office for Civil Rights	11	638	154,848	$43.7
Office of the Inspector General	21	237	74,594	18.3
Office of Intergovernmental and Interagency Affairs	10	47	46,315	4.7
Office of Management	10	22	[b]	[c]
Office of Postsecondary Education	10	590	125,456	38.5
Office of Special Education and Rehabilitative Services	10	75	28,632	6.5
Total	**72**	**1,609**	**429,845**	**$111.7**

[a]Costs include (1) rent and utilities; (2) staff salaries and benefits; and (3) other costs, such as equipment, supplies, and materials.

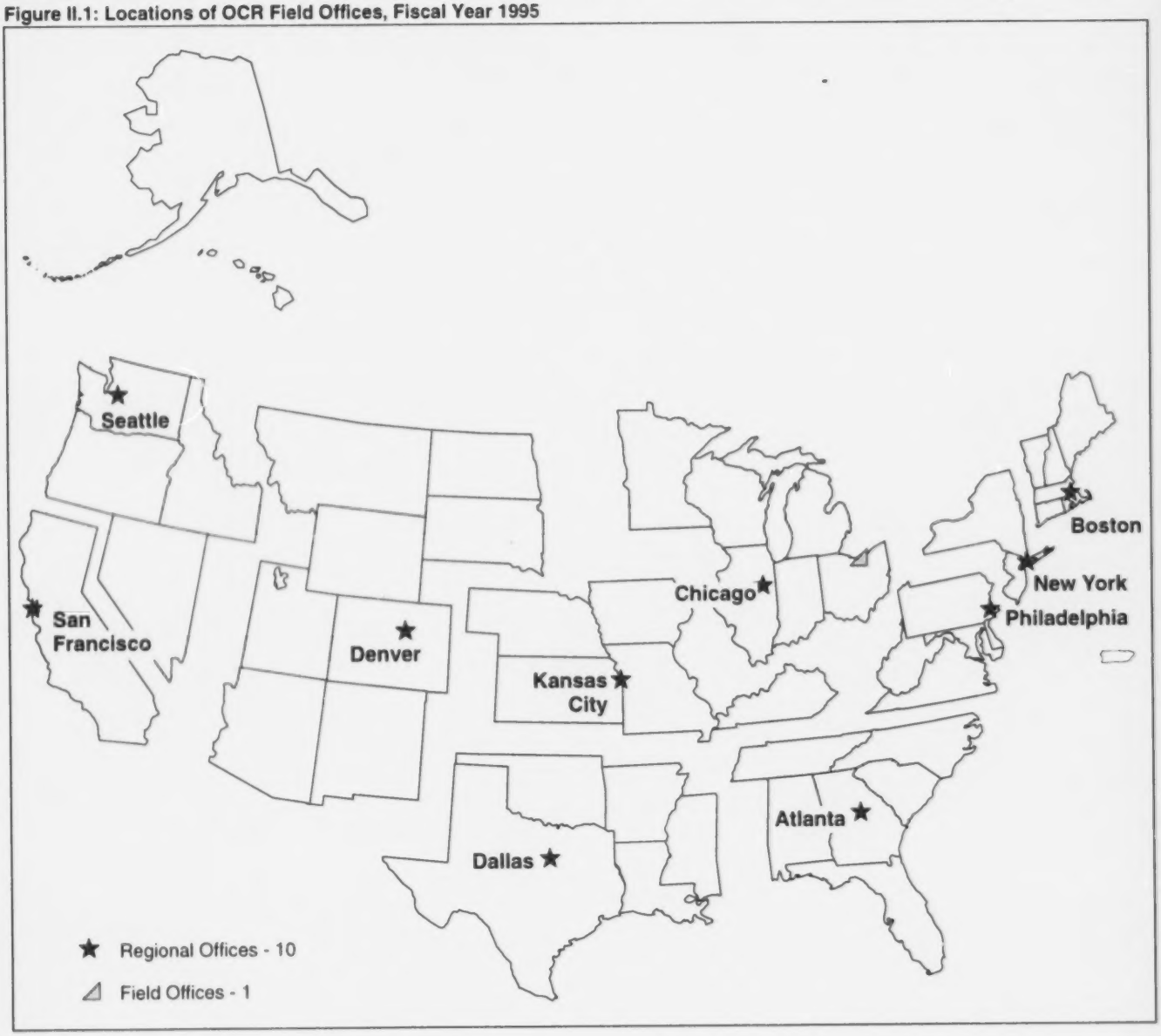
[b]Space is provided by the Office of Intergovernmental and Interagency Affairs.

[c]Space rental costs are included with rental costs for the Office of Intergovernmental and Interagency Affairs; staff salaries and benefits and other costs are not available.

Office for Civil Rights

The primary mission of the Office for Civil Rights (OCR) is to enforce civil rights laws in America's schools, colleges, and universities. OCR focuses on preventing discrimination from occurring. Staff in OCR's 11 field offices (see fig. II.1) investigate and resolve individual and class complaints of discrimination filed by members of the public and initiate compliance reviews of local and state educational agencies or higher education institutions. Field office staff provide targeted technical assistance in priority areas and respond to individual requests for information and assistance.

Figure II.1: Locations of OCR Field Offices, Fiscal Year 1995



According to OCR officials, field offices are maintained because compliance activities often require on-site investigations at educational agencies and

institutions throughout the country. When conducting compliance activities, it is beneficial for OCR field staff to have the support of state and local educational institutions.

Table II.2 provides key information about the 10 regional offices and 1 field office that compose OCR's field office structure.

Table II.2: Key Characteristics of OCR and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OCR offices	OCR field offices	Field offices as a percentage of all OCR offices
Number of field offices		11	
FTE usage	788	630.15	80
On-board staff	786	638	81
Total office costs	$58.3 million[a]	$43.7 million	
Rent/utility costs[b]		$3.2 million	
Staff salary and benefit costs	$48.5 million	$35.7 million	74
Other costs	$9.8 million	$4.8 million	49

[a]Total does not include rental costs.

[b]Education does not maintain information on headquarters office rent by component.

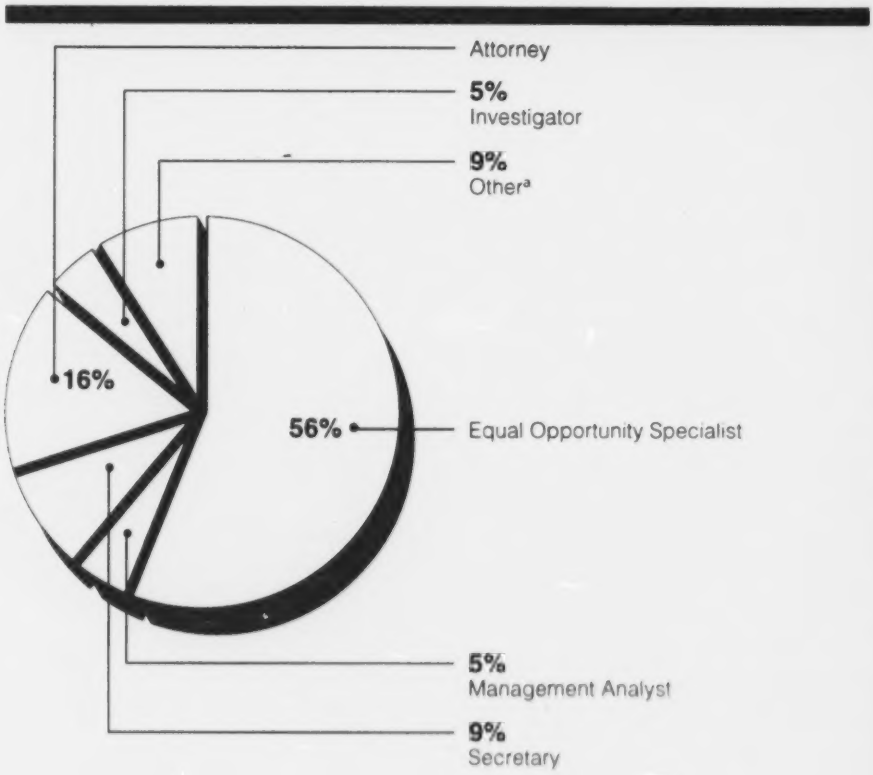
OCR has had a field office presence in all 10 federal region cities (Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle) in addition to an office in Cleveland, Ohio, before the establishment of the Department of Education in 1980.[20] OCR field offices in the regions are located with all other Education field offices in the regions.

Staffing

As of September 30, 1995, more than half of OCR's field employees were equal opportunity specialists, attorneys, and investigators. Most of the remaining staff performed administrative and managerial duties, such as program manager, management assistant, and administrative officer (see fig. II.2). Two-thirds of the employees ranged between GS-11 and GS-13 (see fig. II.3).

[20]These field offices also supported the Office of Education within the Department of Health, Education, and Welfare before the Department of Education was established.

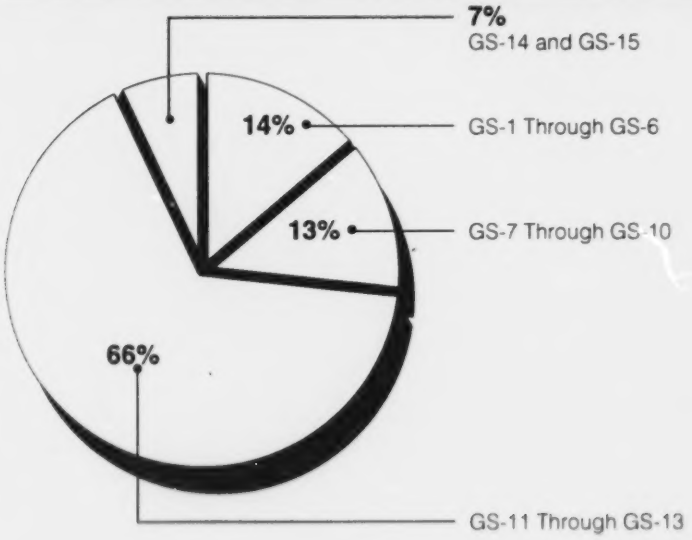
Figure II.2: Occupational Series for OCR Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

[a]Includes clerk, program manager, management assistant, program analyst, student trainee, equal opportunity assistant, and administrative officer.

Figure II.3: Grade Levels for OCR Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

Ten of the 11 OCR field offices were regional offices. The Atlanta regional office (Region IV) had the most on-board staff (102), and the Cleveland field office in Region V had the fewest staff (27) (see table II.3).

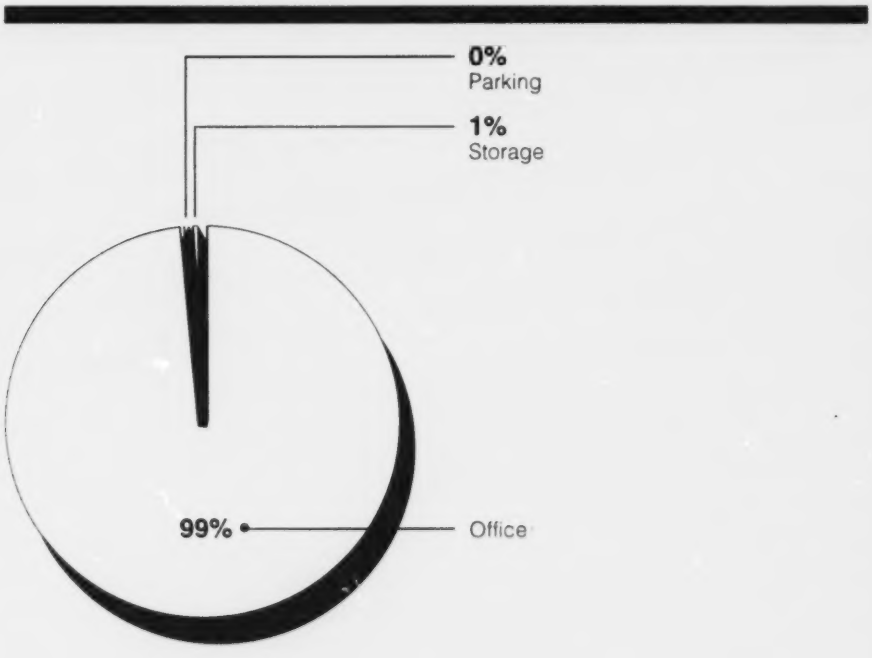
Table II.3: Personnel Staffing Levels at Each OCR Field Office, Fiscal Year 1995

Region	OCR field office	On-board staff	FTEs used
I	Boston (regional office)	50	45.61
II	New York (regional office)	48	47.21
III	Philadelphia (regional office)	61	60.52
IV	Atlanta (regional office)	102	98.98
V	Chicago (regional office)	68	68.18
	Cleveland (field office)	27	27
VI	Dallas (regional office)	74	74.82
VII	Kansas City (regional office)	50	48.02
VIII	Denver (regional office)	43	44.89
IX	San Francisco (regional office)	74	76.58
X	Seattle (regional office)	41	38.34
Total		**638**	**630.15**

Space and Costs

OCR occupied about 154,848 square feet of Education's total field office space. Of that space, OCR leased 99,806 square feet (64 percent) in privately owned buildings, and 55,042 square feet (36 percent) was in GSA-owned buildings. OCR used about 99 percent of this space for offices and the remainder for storage (see fig. II.4).

Figure II.4: Space Usage for OCR Field Offices, Fiscal Year 1995



Note: On the basis of Education data, OCR field office space totaled 154,848 square feet in fiscal year 1995.

OCR's total field office costs were $43.7 million in fiscal year 1995. Field office costs included rent and utilities; staff salaries and benefits; and other costs, such as travel, equipment, supplies, and materials. Rent and utility costs were $3.2 million, staff salaries and benefits totaled $35.7 million, and other costs totaled $4.8 million.

Restructuring Plans/Activities

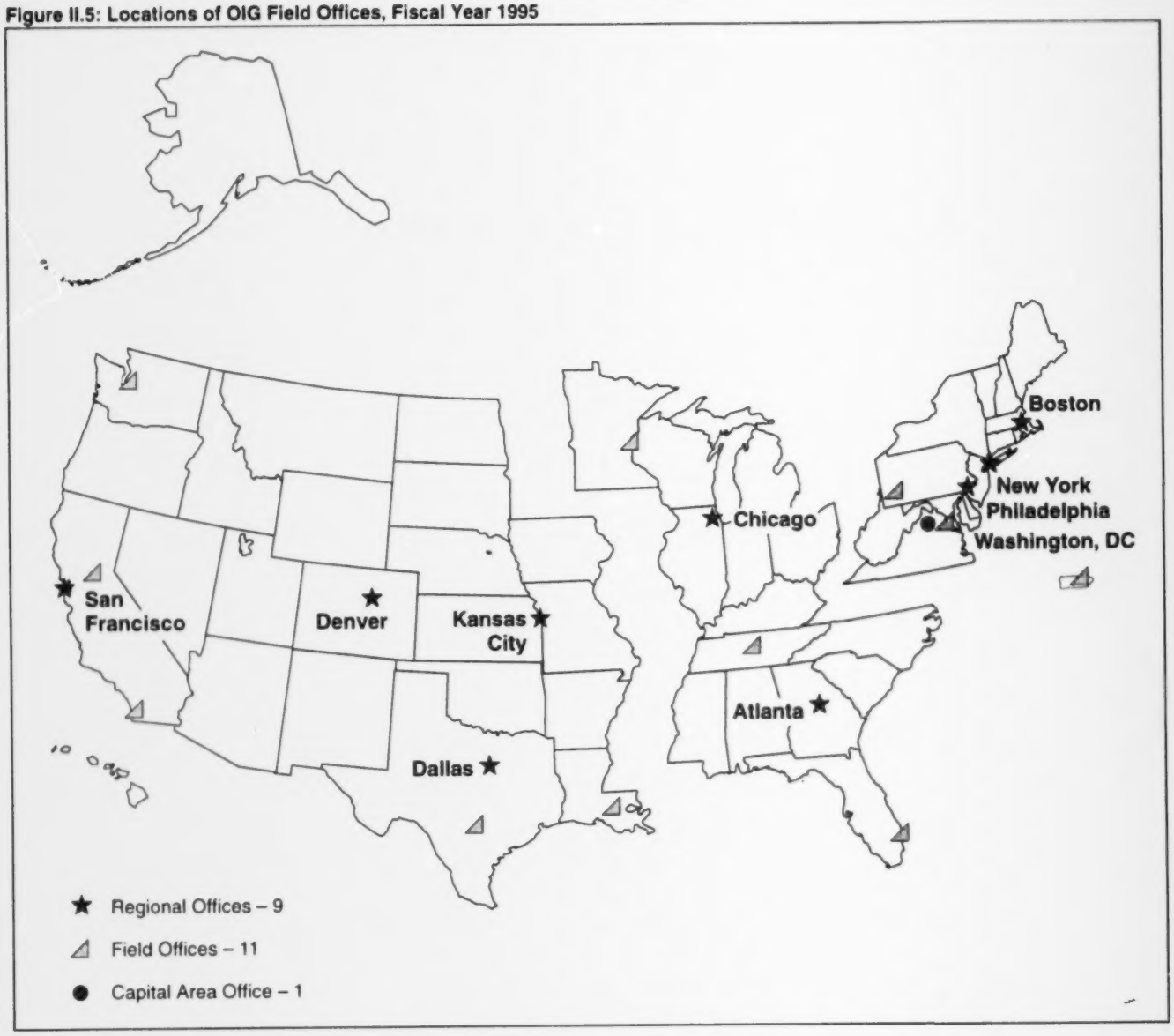
Currently, OCR is reorganizing its headquarters division and field office into four mega-regions, called enforcement divisions, consisting of 12 sites. The enforcement divisions will be split into Enforcement Division A, which includes New York, Philadelphia, and Boston; Enforcement Division B, which includes Atlanta, Dallas, and the new Washington, D.C./Metro office; Enforcement Division C, which includes Kansas City, Chicago, and Cleveland; and Enforcement Division D, which includes Seattle, San

Francisco, and Denver. The redesign of OCR's field management structure is proposed to increase efficiency in complaint resolution, provide for better resource coordination and allocation, and reassign a significant percentage of headquarters staff to case-specific duties. According to Education, the change will also reduce administrative layers and supervisory staff to address the goals of the Vice President's National Performance Review.

Office of Inspector General

The primary mission of the Office of Inspector General (OIG) is to (1) increase the economy, efficiency, and effectiveness of Education programs and operations and (2) detect and prevent fraud, waste, and abuse in them. Staff in 21 field offices are responsible for auditing and investigating activities related to Education's programs and operations in their respective geographic locations (see fig. II.5). Staff perform program audits to determine compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program goals. Auditors and investigators inspect entities about which there are indications of abuse significant enough to warrant a recommendation to curtail federal funding. Staff also investigate allegations of fraud by recipients of program funds and employee misconduct involving Education's programs or operations.

Figure II.5: Locations of OIG Field Offices, Fiscal Year 1995



Because program effectiveness audits require on-site work to accurately assess program results, according to Education, field offices help to save

travel dollars. A field presence also encourages the development of strong working relationships with state and local officials. The information gleaned from these officials increases the OIG's effectiveness.

Table II.4 provides key information about the 10 regional offices and 11 suboffices (known within Education as field offices) that compose OIG's field office structure.

Table II.4: Key Characteristics of OIG and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OIG offices	OIG field offices	Field offices as a percentage of all OIG offices
Number of field offices		21	
FTE usage[a]	338	229.24	68
On-board staff[a]	329	228	69
Total office costs	$30.5 million[b]	$18.3 million[c]	
Rent/utility costs	[d]	$1.3 million[d]	
Staff salary and benefit costs	$23.8 million	$14.2 million	60
Other costs	$6.7 million	$2.8 million	42

[a]Does not include the Washington, D.C., field office staff.

[b]Total does not include rent and utility costs.

[c]Slightly underestimates the total cost of all field offices because this number does not include OIG's Washington, D.C., field offices.

[d]Education does not maintain information on headquarters office rent by component.

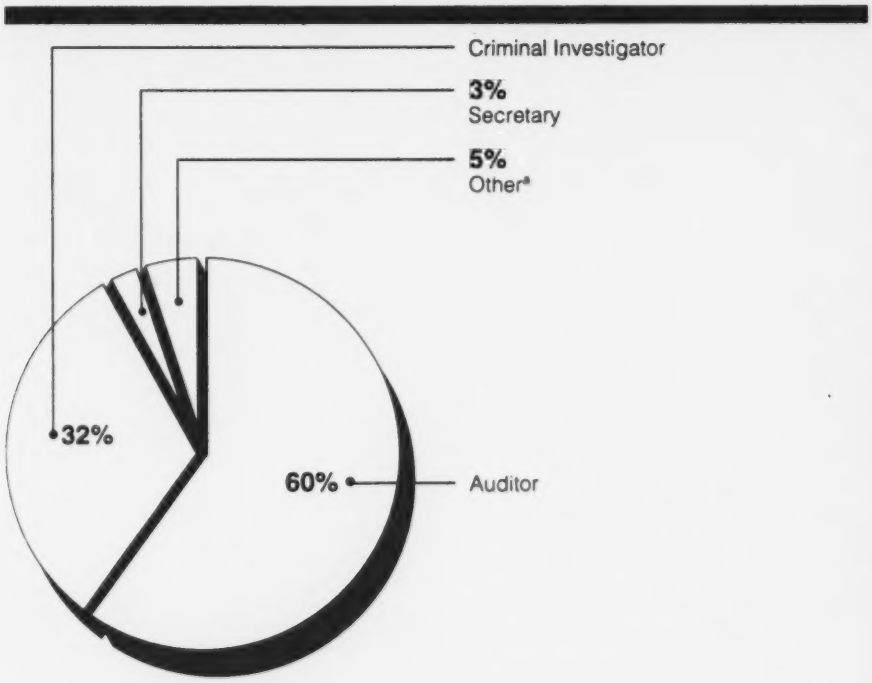
OIG maintained a field office presence in many of its regions prior to the establishment of the Department of Education in 1980.[21] In fiscal year 1995, OIG operated more field office locations than all the other Education components. Only two (OIG and OCR) of Education's six components maintained field offices other than regional offices. OIG staff were located in nine federal region cities: the Washington, D.C., headquarters office; and 11 field locations (Boston; New York; Philadelphia; Atlanta; Chicago; Dallas; Kansas City; Denver; San Francisco; Seattle; Puerto Rico; Pittsburgh; District of Columbia; Nashville; Plantation, Florida; St. Paul; Austin; Baton Rouge; Long Beach; and Sacramento). OIG field offices in the federal regions are located with all Education field offices.

[21]These field offices also supported the Office of Education within the Department of Health, Education, and Welfare before the Department of Education was established.

Staffing

As of September 30, 1995, auditors and criminal investigators made up approximately 92 percent of OIG's field office staff. The remaining staff performed managerial and administrative duties, such as management services specialist, investigative assistant, administrative officer, and clerk (see fig. II.6). Seventy-two percent of the employees were in grades ranging from GS-11 to –13 (see fig. II.7).[22]

Figure II.6: Occupational Series for OIG Field Office Staff, Fiscal Year 1995

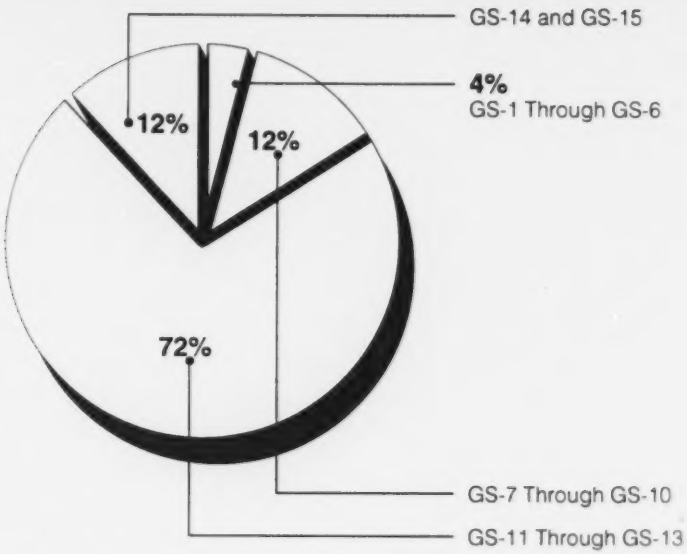


Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

[a]Includes student clerk, office automation assistant, management services assistant, staff assistant, investigative assistant, and administrative officer.

[22]Job series and grade levels do not include the nine Washington, D.C., field office staff.

Figure II.7: Grade Levels for OIG Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

The Chicago regional office had the most on-board staff (28), and two offices—Nashville and Seattle—had the fewest staff (4 persons each) (see table II.5).

Table II.5: Personnel Staffing Levels at Each OIG Field Office, Fiscal Year 1995

	On-board staff		FTEs used	
OIG field office		**Subtotal**		**Subtotal**
Region I				
Boston (regional office)	13		13.35	
Region II				
New York (regional office)	19		16.86	
Puerto Rico (field office)	5	24	5.00	21.86
Region III				
Philadelphia (regional office)	15		13.73	
Pittsburgh (field office)	5		5.00	
Washington, D.C. (field office)	9	29	12.00	18.73
Region IV				
Atlanta (regional office)	20		20.02	
Plantation, Fla. (field office)	8		8.00	
Nashville (field office)	4	32	4.00	32.02
Region V				
Chicago (regional office)	28		28.91	
St. Paul (field office)	6	34	6.00	34.91
Region VI				
Dallas (regional office)	18		18.28	
Austin (field office)	7		7.00	
Baton Rouge (field office)	7	32	7.00	32.28
Region VII				
Kansas City (regional office)	17		15.15	
Region VIII				
Denver (regional office)	9		10.96	
Region IX				
San Francisco (regional office)	10		10.79	
Long Beach (field office)	10		10.00	
Sacramento (field office)	8		8.00	
Seattle (field office)	4	32	4.00	32.79
Capitol Area office				
Washington, D.C. (regional office)	15		17.19	
Total	**237**		**241.24**	

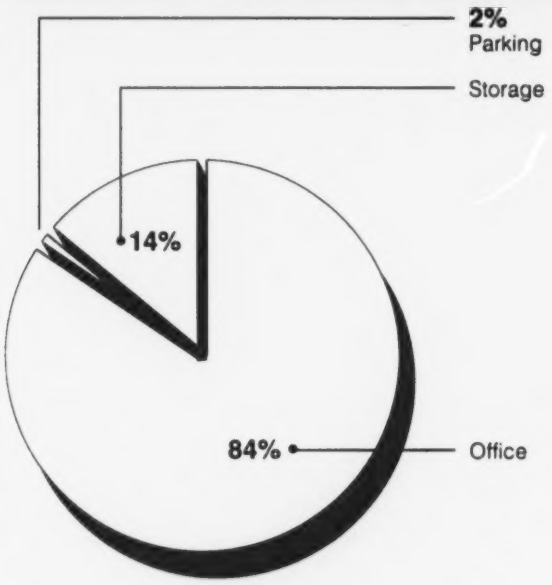
Space and Costs

OIG field offices occupied 74,594 square feet of Education's total field office space.[23] Of that space, OIG leased 45,050 square feet (60 percent) in

[23]Total amount of field office space does not include space for the Washington, D.C., field office staff.

privately owned buildings, and 29,544 square feet (40 percent) of space was in GSA-owned buildings. OIG used about 84 percent of this space for offices and the remainder for parking and storage (see fig. II.8).

Figure II.8: Space Usage for OIG Field Offices, Fiscal Year 1995



Note: On the basis of Education data, field office space totaled 74,594 square feet in fiscal year 1995.

OIG's total field office costs were $18.3 million in fiscal year 1995. Field office costs included rent and utilities; staff salaries and benefits; and other costs, such as travel, equipment, supplies, and materials. Rent and utility costs were $1.3 million, staff salaries and benefits totaled $14.2 million, and other costs totaled $2.8 million.

Restructuring Plans/Activities

As of July 1995, OIG restructured its 10 regional and 11 field offices into four areas: the Northeast Area (includes Boston, New York, Philadelphia, and the Division of Headquarters Operations); the Capital Area (includes

Headquarters Audit Region and Accounting and Financial Management staff); the Central Southern Area (includes Atlanta and Chicago); and the Western Area (includes Dallas, Kansas City, Denver, San Francisco, and Seattle).

As of June 1996, OIG completed cost-cutting initiatives as follows:

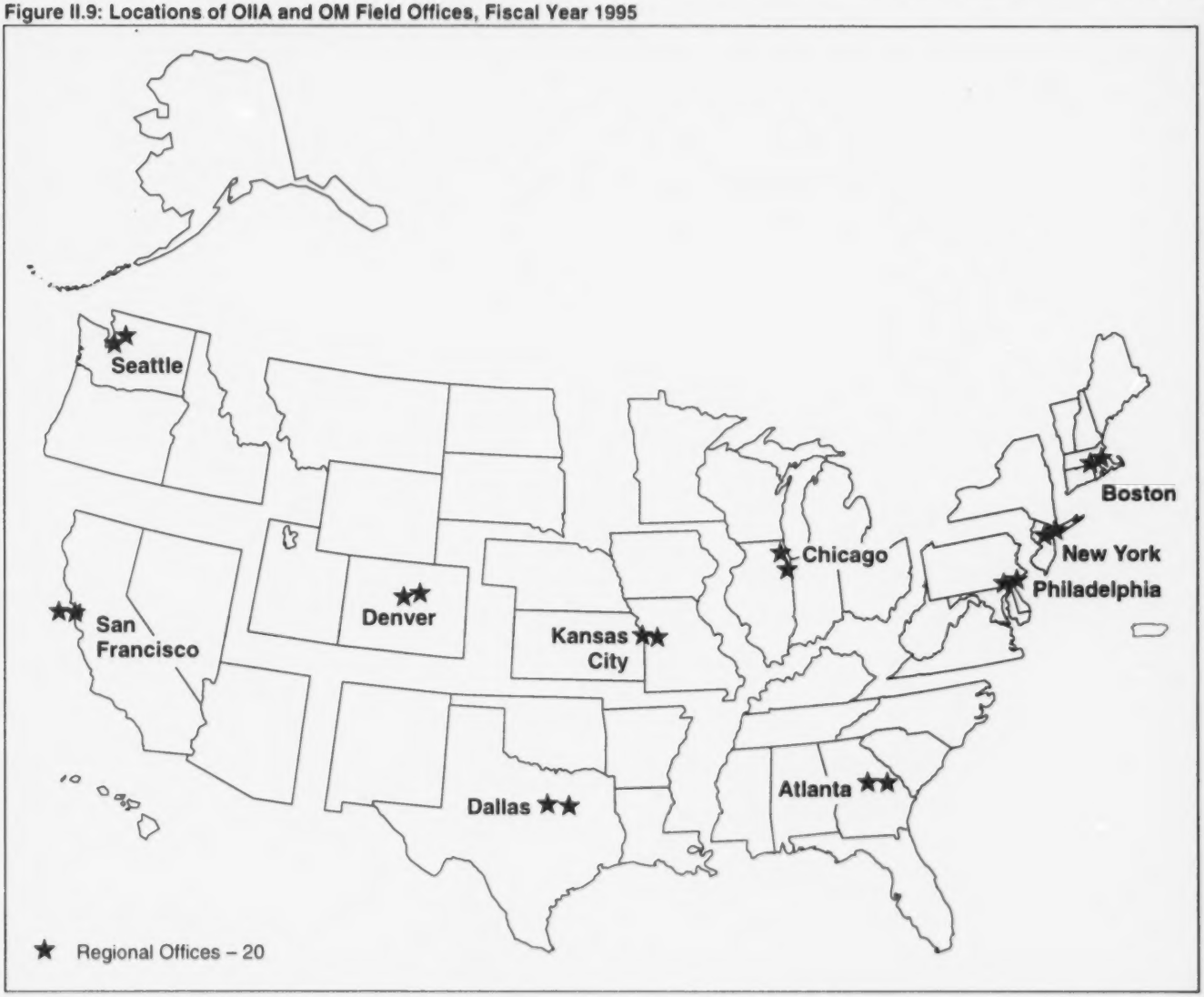
- Reduction of space in selected areas to minimize leasing costs, including the identification of four nonheadquarters sites for possible rent savings thus far: Austin, Nashville, Seattle, and St. Paul.
- The elimination of one field office (Baton Rouge) and one regional office (Denver) where the amount of work no longer justifies an on-site presence. A number of auditor and investigative positions will be filled at other locations where the workload warrants additional staff.

Office of Intergovernmental and Interagency Affairs and Office of Management

The primary mission of the Office of Intergovernmental and Interagency Affairs (OIIA) is to provide intergovernmental and public representation of the Secretary and the Department except in matters where Assistant Secretaries or their equivalents manage regional operations. OIIA is responsible for providing overall leadership in coordinating regional and field activities. OIIA has a Secretary's regional representative in each of its 10 regional offices who serves as the Secretary's field office representative.[24] (See fig. II.9.)

[24]They acted as the field service agent for the Secretary in all appropriate official contacts with (1) public and private education agencies, schools, colleges, and universities; (2) elected officials; and (3) representatives of local and state government organizations. They promoted the major goals of the Secretary and served as a regional spokesperson. OIIA's regional offices are responsible for site reviews for the school-to-work program. Also, Secretary's regional representatives coordinated certain administrative functions across all Education components, including office space and training.

Figure II.9: Locations of OIIA and OM Field Offices, Fiscal Year 1995



The primary mission of the Office of Management (OM) is to provide the administrative services required to assist field office staff. According to Education, regional staff (1) administer the Federal Real Property Assistance Program, to ensure maximum utilization of surplus federal

property for educational purposes, and (2) provide personnel services to regional employees in other program offices.

Table II.6 provides key information about the 10 regional offices that compose OIIA and OM's field office structure.

Table II.6: Key Characteristics of OIIA, OM, and Their Field Offices, Fiscal Year 1995

	Total, all offices		Field offices		Field offices as a percentage of all offices	
Characteristics	**OIIA**	**OM**	**OIIA**	**OM**	**OIIA**	**OM**
Number of field offices			10	10		
FTE usage	104	300	46.23	21.80	44	7
On-board staff	102	305	47	22	46	7
Total office costs	$9.2 million[a]	$23.4 million	$4.7 million	[b]		
Rent/utility costs	[c]		$948,000	[d]		
Staff salary and benefit costs	$6.6 million	$18.3 million	$2.8 million	[b]	11	[b]
Other costs	$2.6 million	$5.1 million	$915,000	[b]	12	[b]

[a]Total does not include rental costs.

[b]Education did not provide separate costs information for OM.

[c]Education does not maintain information on headquarters office rent by component.

[d]Rent for OM field office staff is included with OIIA rental costs.

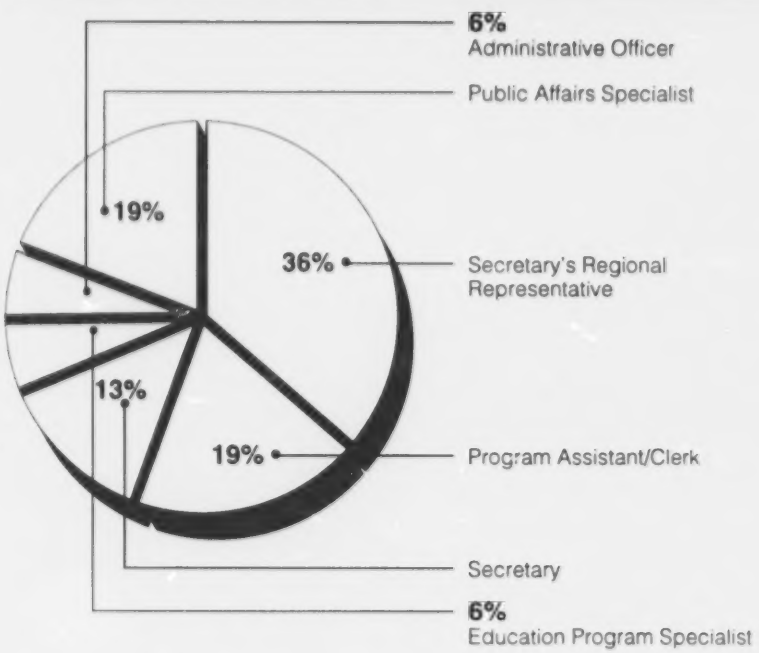
OIIA and OM had staff in the 10 federal region cities (Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle).

Staffing

In fiscal year 1995, the total on-board staff in OIIA's and OM's 10 field offices was 69 (47 for OIIA and 22 for OM). As of September 30, 1995, OIIA and OM staff performed duties in 10 job categories. OIIA had staff in six of those categories and OM had staff in five. Staff in clerical job categories supported both OIIA and OM. Three-fourths of regional OIIA staff were classified as Secretary's regional representative, program assistant/clerk, and public affairs specialist. Approximately 73 percent of OM staff performed duties as personnel management specialists. The remaining staff performed other managerial and administrative duties, such as personnel assistant, secretary, clerk, realty specialist (OM), education program specialist (OIIA), and administrative officer (OIIA) (see figs. II.10 and II.11).

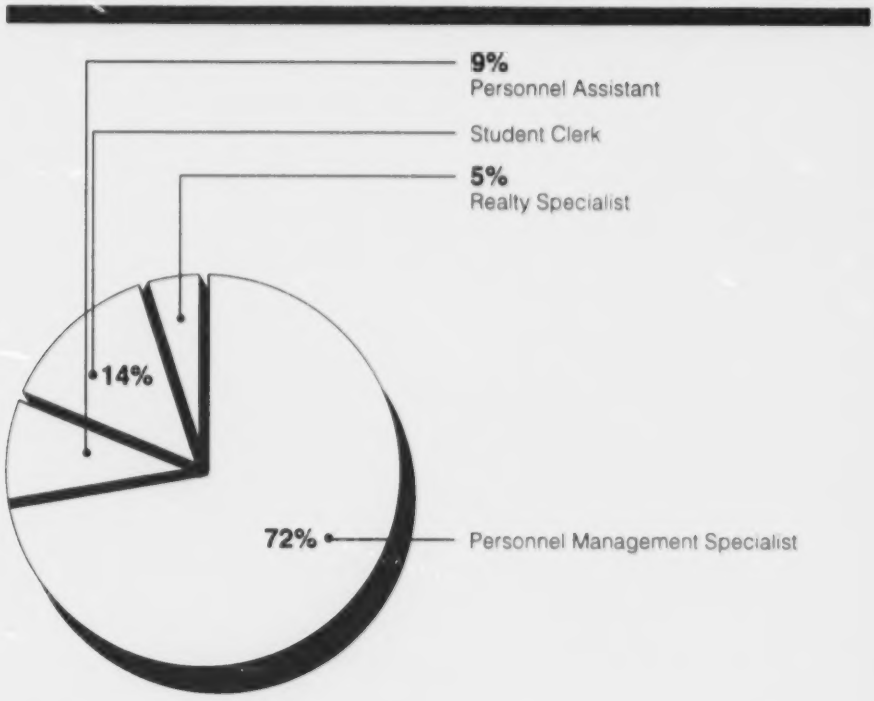
OM had no staff at the GS-15 level; however, 21 percent of OIIA staff were GS-15s—representing the largest percentage of staff at any one grade level in the component. These GS-15s generally served as Secretary's regional representatives. OIIA staff were almost evenly distributed among grades GS-1 through –13. Most OM staff were in grades GS-11 through –13 (see figs. II.12 and II.13).

Figure II.10: Occupational Series for OIIA Field Office Staff, Fiscal Year 1995



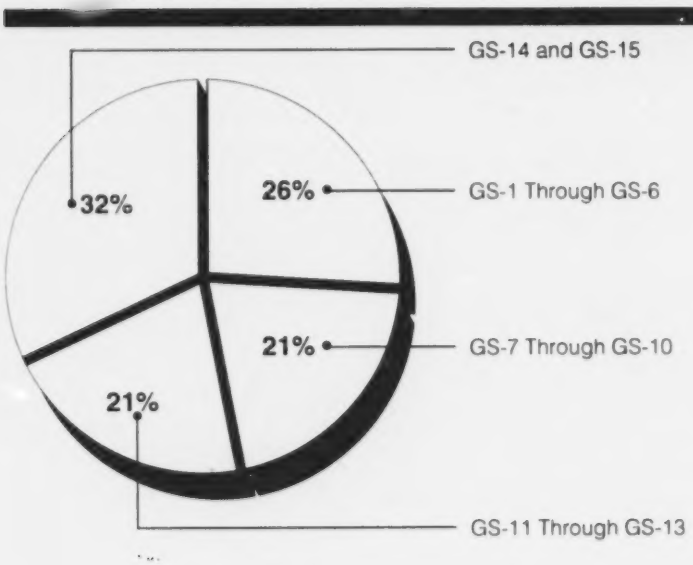
Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

Figure II.11: Occupational Series for OM Field Office Staff, Fiscal Year 1995



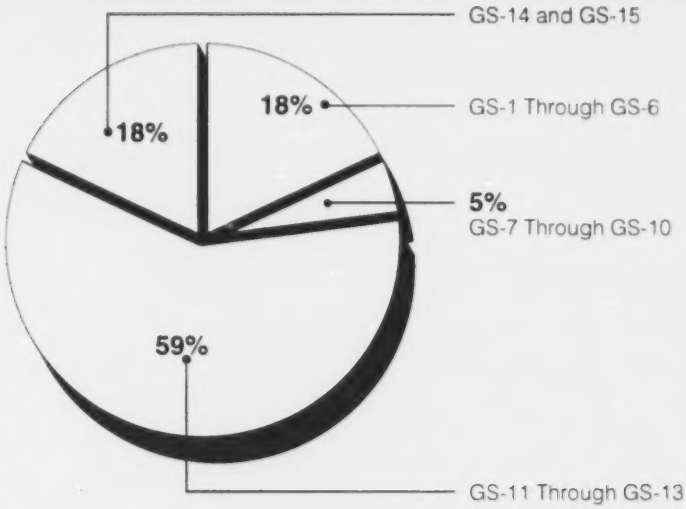
Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

Figure II.12: Grade Levels for OIIA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

Figure II.13: Grade Levels for OM Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

All 20 of the OIIA and OM field offices were regional offices (see table II.7).

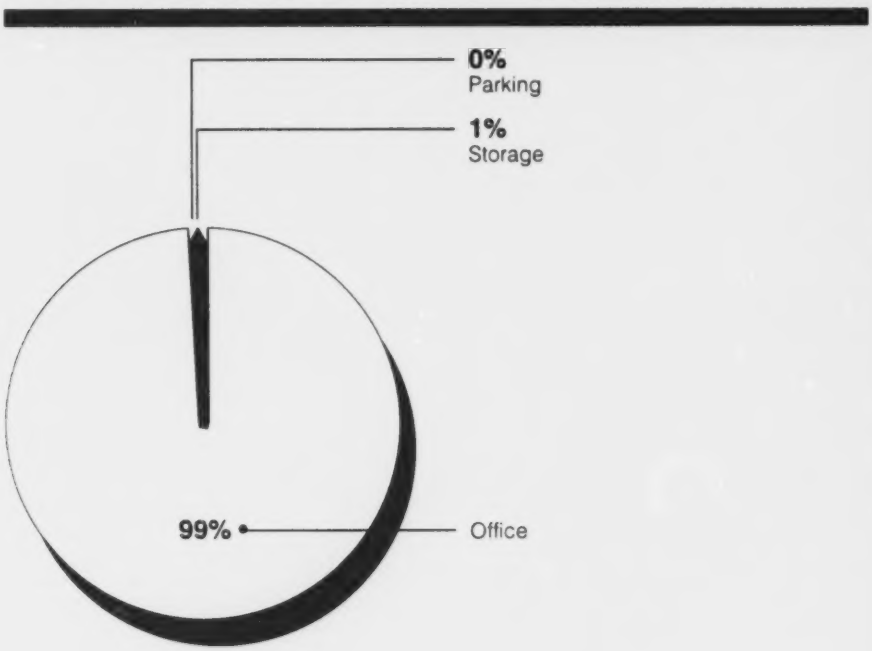
Table II.7: Personnel Staffing Levels at Each OIIA and OM Field Office, Fiscal Year 1995

		On-board staff		FTEs used	
Region	**OIIA/OM field office**	**OIIA**	**OM**	**OIIA**	**OM**
I	Boston	6	1	5.75	1.00
II	New York	4	1	4.41	1.00
III	Philadelphia	3	1	3.50	1.00
IV	Atlanta	6	6	6.17	5.36
V	Chicago	4	4	3.40	4.32
VI	Dallas	5	1	4.75	0.87
VII	Kansas City	5	1	5.75	1.00
VIII	Denver	5	1	3.75	1.30
IX	San Francisco	5	4	5.00	3.58
X	Seattle	4	2	3.75	2.37
Total		**47**	**22**	**46.23**	**21.80**

Space and Costs

In fiscal year 1995, OIIA occupied 46,315 square feet of Education's total field office space. Of that space, OIIA leased 28,561 square feet (62 percent) in privately owned buildings and 17,754 square feet of space (38 percent) was in GSA-owned buildings. OIIA used 99 percent of this space for offices and the remainder for storage (see fig. II.14).

Figure II.14: Space Usage for OIIA Field Offices, Fiscal Year 1995



Note: On the basis of Education data, OIIA field office space totaled 46,315 square feet in fiscal year 1995.

OIIA's total field office costs were $4.6 million in fiscal year 1995. Field office costs included rent and utilities; staff salaries and benefits; and other costs, such as travel, equipment, supplies, and materials. Rent and utility costs were $948,000, staff salaries and benefits totaled $2.8 million, and other costs totaled $915,000.

OM cost information for field office staff salaries and benefits and other costs was unavailable.

Restructuring Plans/Activities

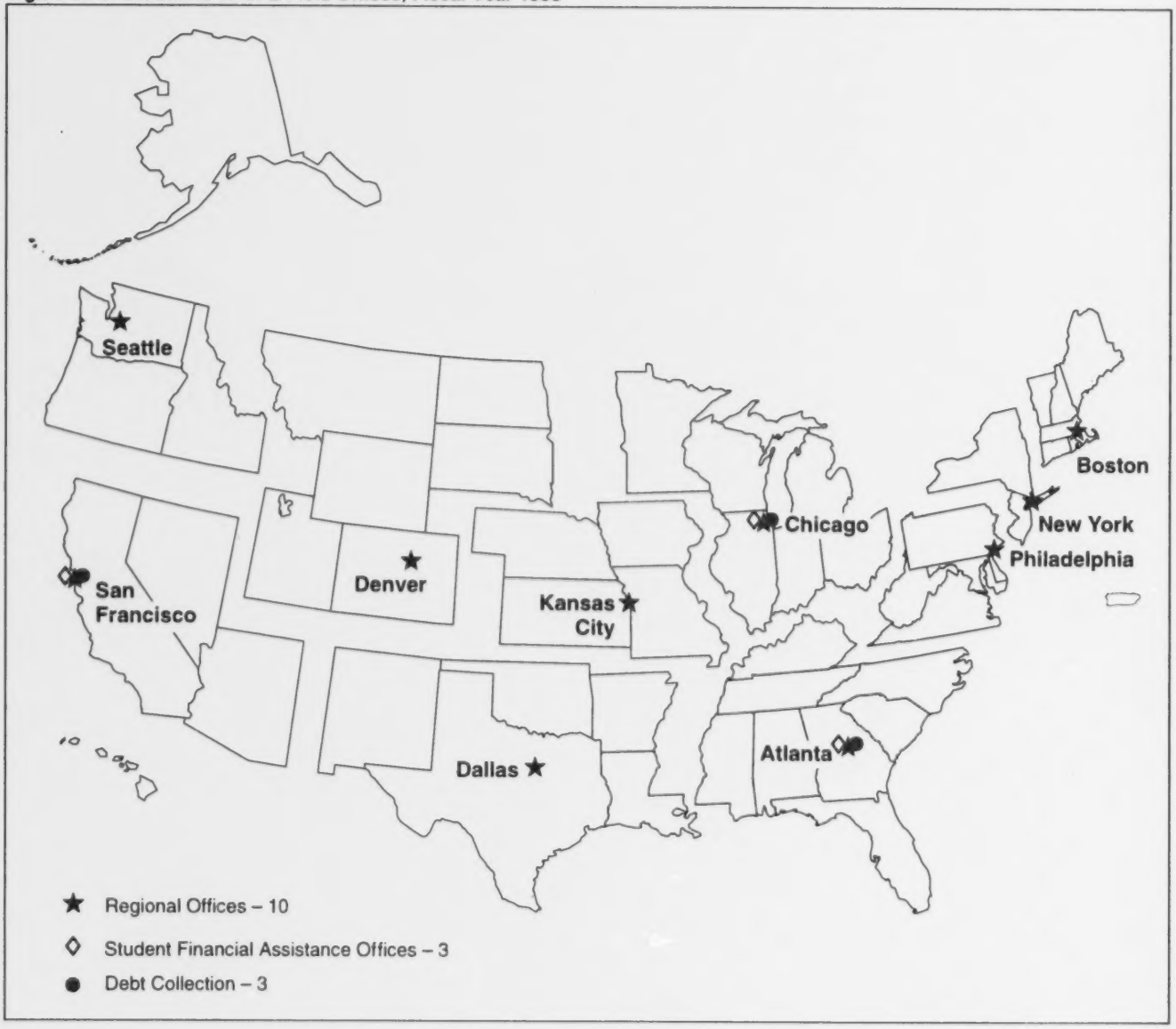
None.

Office of Postsecondary Education

The primary mission of the Office of Postsecondary Education (OPE) is to administer postsecondary education and student financial assistance programs. Programs of student financial assistance include Pell grants, supplemental educational opportunity grants, grants to states for state student incentives, direct loans to students in institutions of higher education, work-study, and the guaranteed student loan program. OPE programs also provide assistance for increasing access to postsecondary education programs, improving and expanding American educational studies and services, improving instruction in crucial academic subjects, and supporting international education.

OPE maintains 10 field offices to perform activities associated with (1) training, technical assistance, and oversight of student aid programs, (2) loan servicing and debt collection, and (3) overseeing specific higher education projects (see fig. II.15). Field staff conduct program reviews of institutions to determine compliance with Title IV requirements, provide training and technical assistance for financial aid and business officers at institutions, and monitor operations at guaranty agencies. Staff also collect defaulted loans and other debts, contract with servicers, monitor collection contracts, and help in the preparation of legal actions. Regional staff also serve as focal points and as experts assisting with field readings for OPE's higher education programs. Staff may also be called on to work on school-to-work initiatives.

Figure II.15: Locations of OPE Field Offices, Fiscal Year 1995



According to Education, because field office staff gain in-depth knowledge of the institutions in their regions, effectiveness is increased. Regional

training facilities provide hands-on use of computer programs needed toward student aid and determine student eligibility. They are also a place for institutions, lenders, and guaranty agencies to call upon for technical assistance and specific help on an individual basis. In addition, several oversight activities are supported by information gathered from on-site reviews.

Table II.8 provides key information about the 10 regional offices that constitute OPE's field office structure.

Table II.8: Key Characteristics of OPE and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OPE offices	OPE field offices	Field offices as a percentage of all offices
Number of field offices		10	
FTE usage	1,423	498	35
On-board staff	1,522	590	39
Total office costs	$329.2 million[a]	$38.5 million	
Rent/utility costs[b]		$2.5 million	
Staff salary and benefit costs	$79.8 million	$28.4 million	36
Other costs	$249.4 million	$7.6 million	3

[a]Total does not include rental costs.

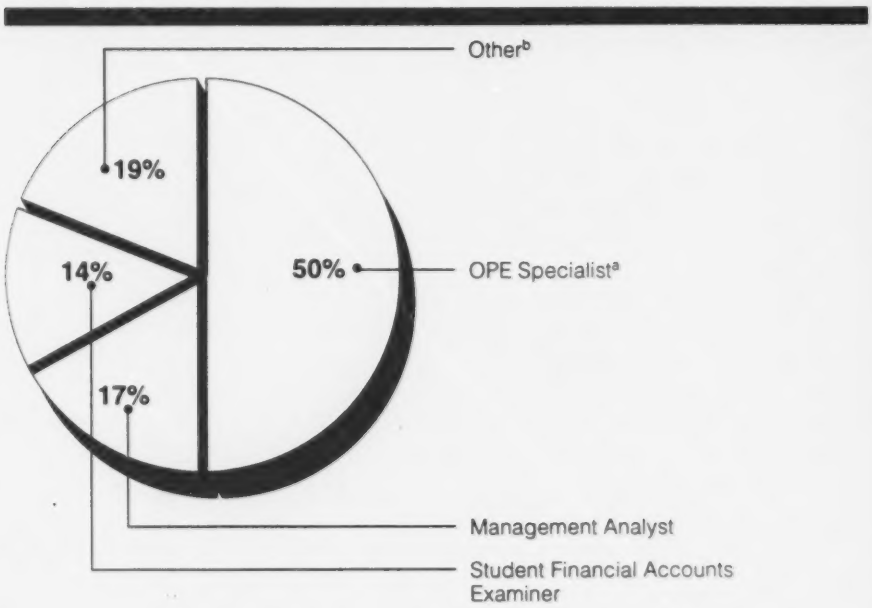
[b]Education does not maintain rental data by component.

In fiscal year 1995, OPE's Field Operations Service and Division of Project Services had staff in all 10 federal region cities, and Debt Collection Service had staff in three region cities—Atlanta, Chicago, and San Francisco.

Staffing

Half of all OPE employees were specialists in one of the following: job categories lender review specialist, institutional review specialist, contract monitor specialist, training specialist, paralegal specialist, education program specialist, computer specialist, or accounts resolution specialist/clerk. The remaining staff included management analysts, student financial accounts examiners, program manager, data transcriber, administrative officer, and clerk (see fig. II.16). About half of the employees were in grades ranging between GS-11 and -13. Most of the remaining employees were in grades ranging from GS-7 through -10 (see fig. II.17).

Figure II.16: Occupational Series for OPE Field Office Staff, Fiscal Year 1995

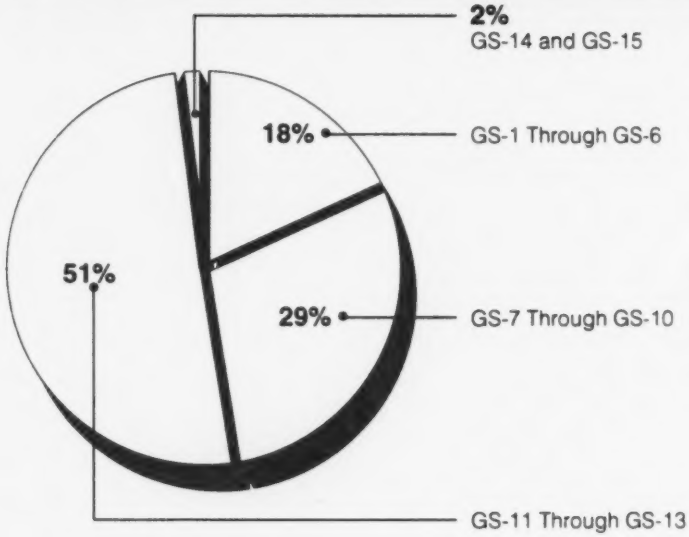


Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

[a]OPE specialist includes job titles such as lender review specialist, institutional review specialist, contract monitor specialist, accounts resolution specialist, and account resolution clerk.

[b]Other job categories include clerk, program assistant, secretary, program manager, management assistant, data transcriber, and administrative officer.

Figure II.17: Grade Levels for OPE Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

The Chicago regional office had the most on-board staff, and Boston had the fewest staff (see table II.9).

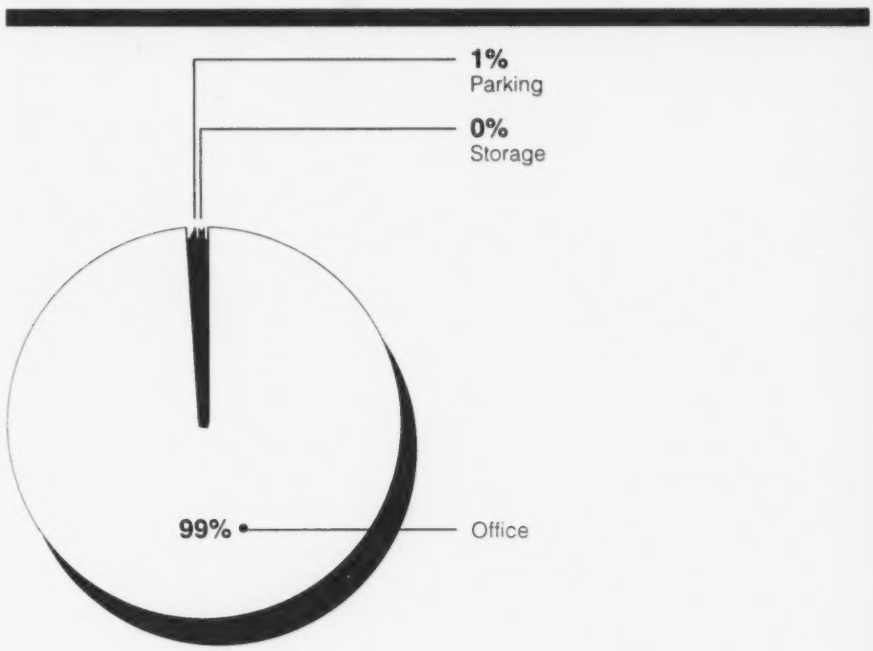
Table II.9: Personnel Staffing Levels at Each OPE Field Office, Fiscal Year 1995

Region	OPE field office	On-board staff	FTEs used
I	Boston	22	18
II	New York	45	30
III	Philadelphia	33	24
IV	Atlanta	129	122
V	Chicago	116	101
VI	Dallas	49	38
VII	Kansas City	32	23
VIII	Denver	27	18
IX	San Francisco	113	109
X	Seattle	24	15
Total		**590**	**498**

Space and Costs

In fiscal year 1995, OPE occupied about 125,456 square feet of Education's total field office space. Of that space, OPE leased 82,587 square feet (66 percent) in privately owned buildings and 42,869 square feet of space (34 percent) in GSA-owned buildings. OPE used about 99 percent of this space for offices and the remainder for parking (see fig. II.18).

Figure II.18: Space Usage for OPE Field Offices, Fiscal Year 1995



Note: On the basis of Education data, OPE field office space totaled 125,456 square feet in fiscal year 1995.

OPE's total field office costs were $38.5 million in fiscal year 1995. Field office costs included rent and utilities; staff salaries and benefits; and other costs, such as travel, equipment, supplies, and materials. Rent and utility costs were $2.5 million, staff salaries and benefits totaled $28.4 million, and other costs totaled $7.6 million.

Restructuring Plans/Activities

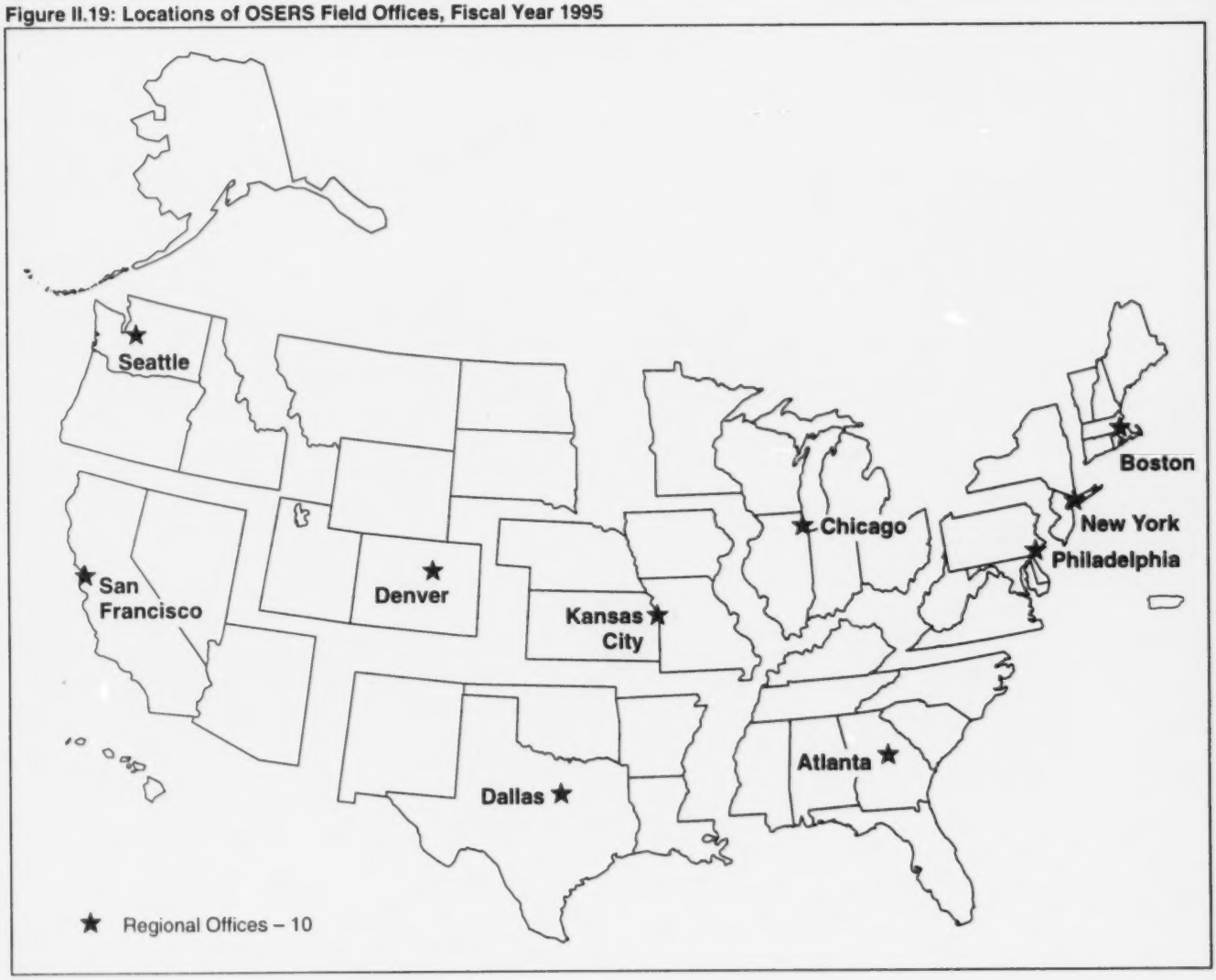
None.

Office of Special Education and Rehabilitative Services

The Office of Special Education and Rehabilitative Services (OSERS) administers comprehensive coordinated programs of vocational rehabilitation and independent living for individuals with disabilities. OSERS programs include support for the training of teachers and other professional personnel; grants for research; financial aid to help states to initiate, expand, and improve their resources; and media services and captioned films for people who are hearing-impaired. The Rehabilitative Services Administration (RSA) is the only OSERS unit with field offices. RSA coordinates vocational rehabilitation services programs that help individuals with physical or mental disabilities to obtain employment through the provision of such supports as counseling, medical and psychological services, job training, and other individualized services. In addition, RSA coordinates and funds a wide range of formula and discretionary programs in areas such as training of rehabilitation personnel, rehabilitation research and demonstration projects, Independent Living, Supported Employment, and others.

The 10 OSERS field offices (see fig. II.19) that support RSA activities provide leadership, technical assistance, monitoring, consultation, and evaluation services and coordinate RSA and other resources used in providing services to disabled individuals through state-federal administered programs and through grantees receiving discretionary project funds. These offices are also responsible for helping colleges, universities, and other organizations and agencies to develop, implement, improve, and expand training programs designed to prepare a wide variety of rehabilitation workers who provide services to disabled individuals.

Figure II.19: Locations of OSERS Field Offices, Fiscal Year 1995



According to Education officials, an OSERS regional presence encourages interactions with states and providers of services and provides unique insights into the issues involved in the rehabilitation of people with disabilities. It enables federal-state interactions closer to the point of service delivery where the unique circumstances and considerations of each state and grantee are best understood. Regional office staff have

more frequent and extended contacts with state agency staff and other grantees, resulting in long-term, customer-oriented relationships and trust.

Table II.10 provides key information about the 10 regional offices that make up OSERS' field office structure.

Table II.10: Key Characteristics of OSERS and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OSERS offices	OSERS field offices	Field offices as a percentage of all OSERS offices
Number of field offices		10	
Full-time equivalent usage	354	75.78	21
On-board staff	357	75	21
Total office costs	$27.8 million[a]	$6.5 million	
Rent/utility costs[b]		$553 thousand	
Staff salary and benefit costs	$24.9 million	$4.8 million	19
Other costs	$2.9 million	$1.1 million	38

[a]Total does not include rental costs.

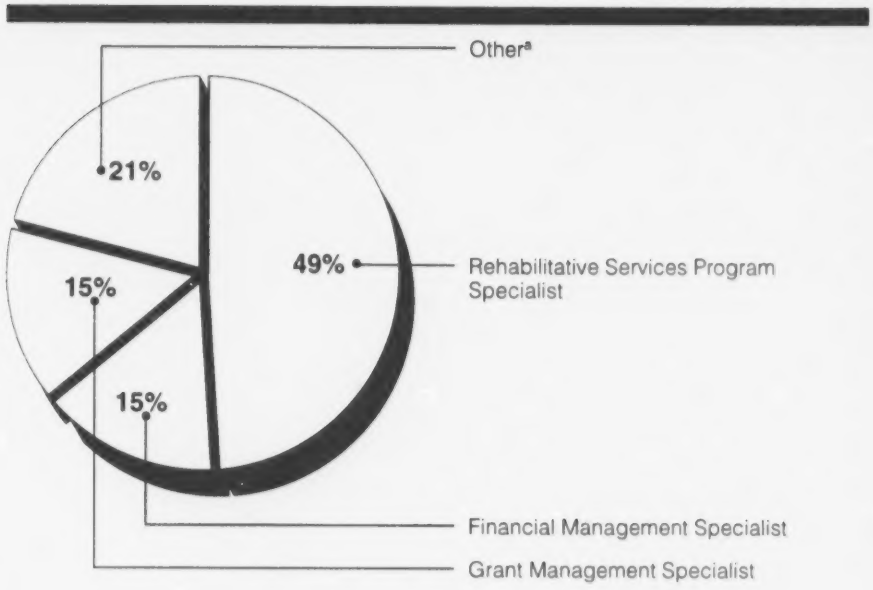
[b]Education does not maintain rent by component.

OSERS had staff in all 10 federal region cities (Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle). OSERS' field offices in the regions are located with all other Education regional offices.

Staffing

As of September 30, 1995, almost half of all OSERS on-board staff were classified as rehabilitation services program specialists. Almost one-third were employed as financial management specialists and grant management specialists The remaining staff were classified as clerks, staff assistants, and secretaries (see fig. II.20). Most employees were in grades ranging from GS-11 through –13 (see fig. II.21).

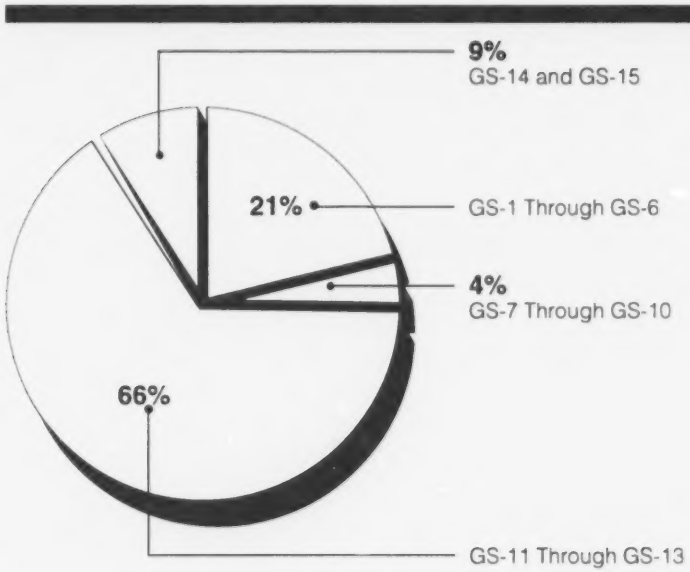
Figure II.20: Occupational Series for OSERS Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

[a]Other job categories include clerk-reader, clerk, and secretary.

Figure II.21: Grade Levels for OSERS Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, as reported by Education. Percentages shown are approximate because of rounding.

All 10 of the RSA field offices were regional offices. The Seattle regional office had the fewest on-board staff (4), and the remaining offices had between 5 and 10 employees (see table II.11).

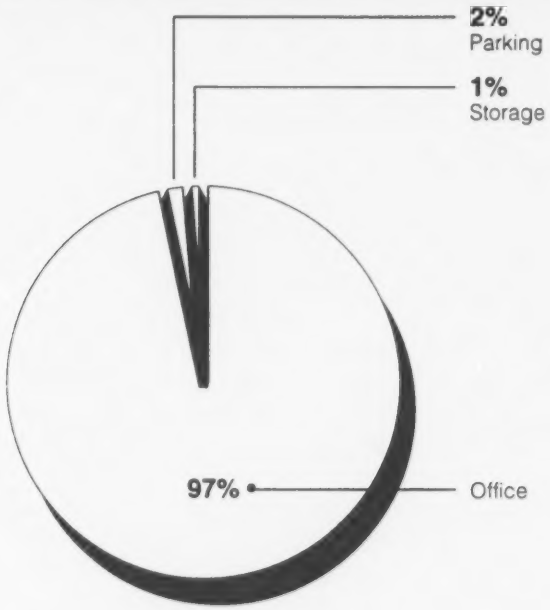
Table II.11: Personnel Staffing Levels at Each OSERS Field Office, Fiscal Year 1995

Region	OSERS field office	On-board staff	FTEs used
I	Boston	10	9.65
II	New York	10	10.10
III	Philadelphia	6	6.40
IV	Atlanta	10	10.38
V	Chicago	8	7.25
VI	Dallas	8	8.00
VII	Kansas City	8	8.00
VIII	Denver	5	5.75
IX	San Francisco	6	6.00
X	Seattle	4	4.25
Total		**75**	**75.78**

Space and Costs

On September 30, 1995, OSERS occupied 28,632 square feet of Education's total field office space. OSERS leased 17,735 square feet (62 percent) in privately owned buildings and 10,897 square feet (38 percent) in GSA-owned buildings. OSERS used 97 percent of this space for offices and the remainder for storage and parking (see fig. II.22).

Figure II.22: Space Usage for OSERS Field Offices, Fiscal Year 1995



Note: On the basis of Education data, OSERS field office space totaled 28,632 square feet in fiscal year 1995.

OSERS' total field office costs were $6.4 million in fiscal year 1995. Field office costs included rent and utilities; staff salaries and benefits; and other costs, such as travel, equipment, supplies, and materials. Rent and utility costs were $553,000, salaries and benefits were $4.8 million, and other costs were $1.1 million.

Restructuring Plans/Activities

None.

Department of Labor Component Profiles

This appendix provides a snapshot of the Department of Labor's field offices as of September 30, 1995. Each profile shows the locations of and describes the mission and activities performed by the field offices supporting 10 Labor components in fiscal year 1995. In addition, each profile provides the following information about the field offices: (1) staffing, (2) space occupied, (3) costs to operate, and (4) field office restructuring activities or plans. (See table III.1 for a summary of staffing, space, and cost data for all 10 components.) In these profiles, regional, area, district, state, and other types of offices are referred to generically as field offices.

Because neither GSA nor Labor maintains information about field offices located in state-owned buildings, we were unable to identify the exact amount and cost of all space that Labor field staff occupied in fiscal year 1995. (Labor is not billed for the use of space in state-owned buildings.) Unless otherwise noted, we used (1) GSA data to estimate the amount and cost of Labor field office space and (2) Labor information to identify the locations of official field offices; the numbers of FTEs and on-board personnel for each component; and salary, benefit, and other field office costs. Labor also provided information about field office restructuring activities.

Table III.1: Department of Labor Components Supported by Field Offices, Fiscal Year 1995

Labor component	Field offices	On-board staff[a]	Space (square feet)	Costs[b] (dollars in millions)
Departmental Management[c]	62	871	482,648	$47.2
Bureau of Labor Statistics	8[d]	929	219,324	51.1
Employment Standards Administration	396	3,020	769,237	179.2
Employment and Training Administration	146	835	226,649	66.4
Mine Safety and Health Administration	155	2,087	575,865	173.3
Office of the American Workplace	33	243	67,465	18.6
Office of Inspector General	44	312	78,997	28.9
Occupational Safety and Health Administration	107	1,768	550,535	146.3
Pension and Welfare Benefits Administration	15	371	75,129	27.5
Veterans' Employment and Training Service	108	218	12,811	16.7
Total	**1,074**	**10,654**	**3,058,660**	**$755.2**

[a]On the basis of Labor's Personnel Management Information System and input from component officials through Labor's Office of the Assistant Secretary for Administration and Management.

[b]Costs include (1) rent and utilities; (2) staff salaries and benefits; and (3) other costs such as equipment, supplies, and materials. Other costs do not include some communications and miscellaneous expenses incurred in fiscal year 1995.

[c]The following units are included in our profile describing Labor's Departmental Management function: Office of the Assistant Secretary for Administration and Management, Directorate for Civil Rights, Office of the Solicitor, Office of Administrative Law Judges, Office of Public Affairs, Office of Congressional and Intergovernmental Affairs, and Women's Bureau.

[d]BLS also maintains over 70 outstationed work sites.

Departmental Management

Many small organizations within the Department are consolidated for administrative purposes in a Departmental Management (DM) account.

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This account consolidates a wide range of agencywide managerial, administrative, technical, and support activities carried out by approximately 20 different units. Our discussion of Labor's DM function includes only the following units that were supported by field offices in fiscal year 1995: (1) Assistant Secretary for Administration and Management (OASAM), (2) Office of the Solicitor (SOL), (3) Office of Administrative Law Judges (ALJ), (4) Office of Public Affairs (OPA), (5) Office of Congressional and Intergovernmental Affairs (OCIA), and (6) the Women's Bureau (WB). Figure III.1 shows the locations of the 62 field offices that supported Labor's DM function in fiscal year 1995.

Figure III.1: Locations of DM Field Offices, Fiscal Year 1995

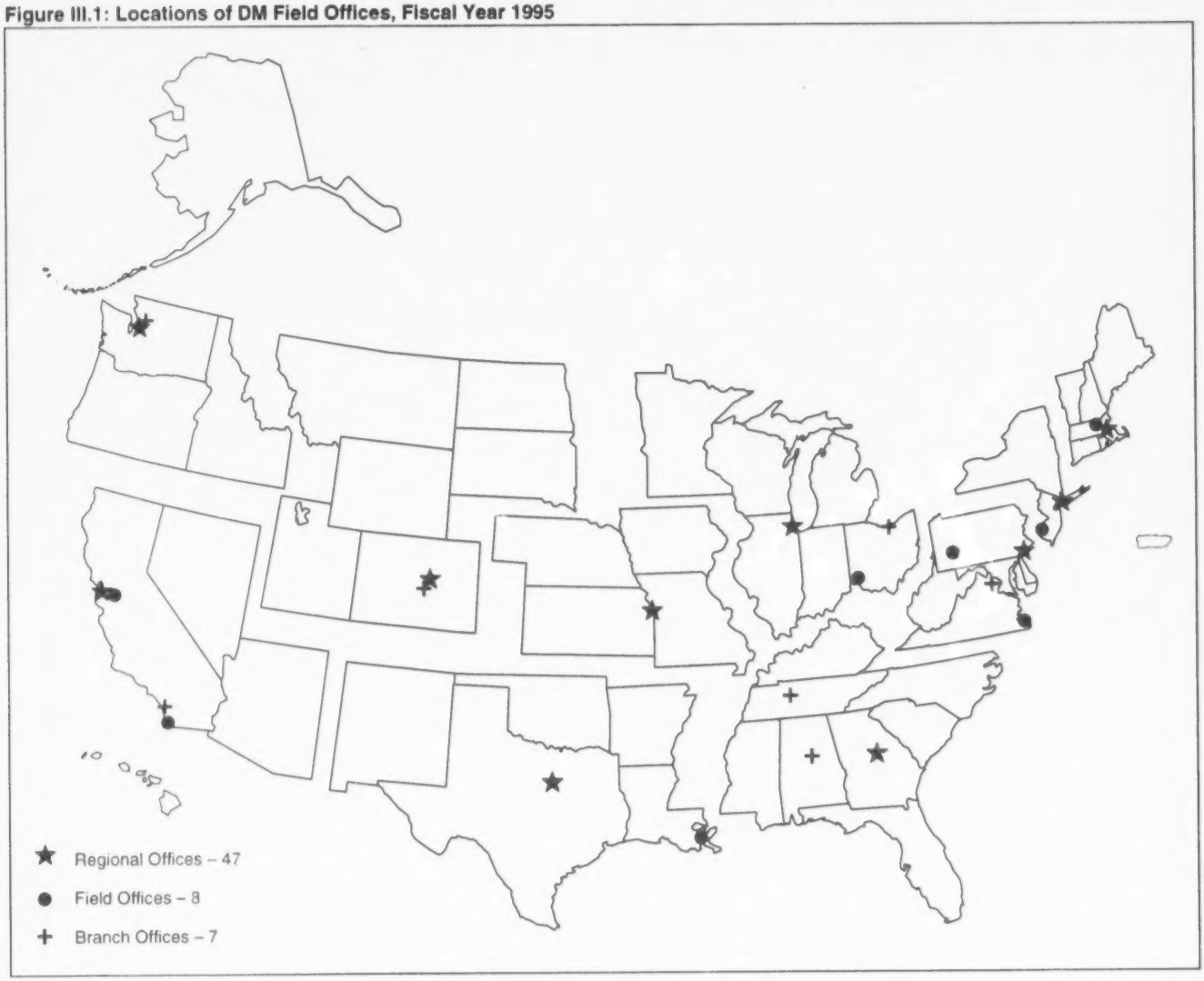


Table III.2 provides key information about DM's 47 regional, 8 field, and 7 branch offices.

Table III.2: Key Characteristics of DM and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all DM offices	DM field offices	Field offices as a percentage of all DM offices
Field offices		62	
FTE positions			
Authorized[a]	2,569	888	35
Used	2,489.01	839.43	34
On-board staff	2,521	871[b]	35
Total office costs[c]	$163.1 million	$47.2 million	29
Rent/utility costs	$49.7 million	$8.7 million	18
Staff salary and benefit costs	$90 million	$32.9 million	37
Other costs[d]	$23.4 million	$5.6 million	24

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through Labor's Office of the Assistant Secretary for Administration.

[c]Includes the Working Capital Fund.

[d]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

As shown in table III.3, field offices in the 10 federal region cities and 11 other localities supported DM in fiscal year 1995.

Table III.3: Locations of Field Offices and Staff That Supported Labor's DM Function, Fiscal Year 1995

	Office and staff					
Location	OASAM	SOL	ALJ	OPA	OCIA	WB
Federal region cities						
Boston	26	32	9	2	3	3
New York	36	38		3	1	3
Philadelphia	60	35		3	1	2
Atlanta	59	27		3	1	2
Chicago	50	38		3	1	6
Dallas	35	30		3	1	2
Kansas City	24	26		3	1	4
Denver	18	10		3		3
San Francisco	40	19	21	2	1	3
Seattle	11	11		3	1	3
Other locations						
Camden (N.J.)			12			
Newport News (Va.)			8			
Pittsburgh			17			
Cincinnati			19			
Metairie (La.)			16			
Long Beach (Calif.)			4			
Nashville (Tenn.)		15				
Birmingham (Ala.)		8				
Cleveland		17				
Los Angeles		5				
Arlington (Va.)		20				
Total	**359**	**331**	**106**	**27**	**11**	**33**

The field offices that support the DM function generally perform the following activities:

- Office of the Assistant Secretary for Administration and Management. OASAM staff are responsible for providing a centralized source of administrative, technical, and managerial support services. Each of OASAM's 10 regional offices—located in the federal region cities—provides a full range of services to all Labor components in their field offices in the following areas: financial management, including payroll, travel, accounting and voucher payment services; personnel classification, recruitment, training, and position management services; general administrative support, including procurement, property and space

management, communications, and mail services; automatic data processing management, including programming support; and safety and health services, including safety inspections of regional Job Corps Centers and support for wellness fitness programs for Labor field office employees. In addition, staff in OASAM's regional offices helped to manage and direct affirmative action and equal employment opportunity programs within Labor, ensuring full compliance with title VII of the Civil Rights Act of 1964; title IX of the Education Amendments of 1972, as amended; title I of the Civil Rights Act of 1991; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1973, as amended; and the investigation of certain complaints alleging discrimination on the basis of disability arising under the Americans With Disabilities Act. According to Labor, OASAM's field presence in all of these areas allows the personal contact with program managers and employees that enhances the Department's ability to provide effective and efficient support services. OASAM's staff work in localities with the greatest concentrations of Labor managers and employees.

- Office of the Solicitor. SOL is responsible for providing the Secretary of Labor and other Department officials with the legal services required to accomplish Labor's mission and the priority goals set by the Secretary. SOL devotes over two-thirds of its resources to Labor's major enforcement programs (for example, OSHA and MSHA). Its eight regional offices and seven branch offices provide legal services and guidance to each of the Labor component's regional administrators. Within a specific geographic area, each regional or branch office primarily performs trial litigation support for Labor's enforcement programs and provides legal support and services to selected Labor components that perform work in the area.
- Office of Administrative Law Judges. Judges at the eight field offices primarily preside over cases related to Labor's Black Lung and Longshore programs. These programs provide income support for workers disabled in coal mining and longshore operations. Federal regulations require that hearings be held within 75 miles of a Black Lung claimant's residence. Labor applies this standard also to Longshore cases. Approximately 60 percent of all Black Lung cases each year are handled by the three ALJ offices in the Camden, New Jersey, Cincinnati, Ohio, and Pittsburgh, Pennsylvania, field offices. Four other field offices handle 75 percent of Labor's Longshore cases annually. According to Labor, ALJ's field presence allows the judges to establish better working relationships with local attorneys. As a result, compliance with Labor laws is achieved more readily because the local bar is more familiar with case law in specific localities.

- Office of Public Affairs. Staff at OPA's 10 regional offices, located in the federal region cities, provide, for example, (1) media relations services, such as issuing press releases and arranging media coverage of Labor programs and law enforcement actions; (2) public information services designed to educate and inform workers, employers, and the general public about their rights and responsibilities under the laws and programs administered by Labor; and (3) publicity services that advertise public meetings, conferences, and special projects sponsored by Labor's components. According to Labor, OPA's field offices allow staff to identify local news media and reporters that have an interest in particular Labor programs or events. Field staff are then able to alert reporters to news releases and respond to questions in a timely manner.
- Office of Congressional and Intergovernmental Affairs. OCIA's function is generally performed by one person—the Secretary's representative. These representatives (1) serve as the ongoing liaison in the region with governors, mayors, state officials, congressional offices, organized labor, and the business community; (2) represent Labor at educational forums, meetings, and regional conferences; (3) educate public officials and constituents about the policies, programs, and initiatives of the Secretary of Labor and the agency; (4) provide regional perspective and feedback to headquarters on policies and programs; and (5) carry out special projects in the regions for the Secretary.
- Women's Bureau. WB's 10 regional offices play a key role in administering two federal programs: the Nontraditional Employment for Women Act (P.L. 102-235) and Women in Apprenticeship and Nontraditional Occupation Act (P.L. 102-530).[25] In addition, regional office staff (1) make presentations to the public and the media on a variety of issues such as women's job rights, labor force participation, job training activities, and work place safety and health issues; (2) work with federal, state, and local government officials on behalf of working women; (3) provide technical assistance and education services to women in the workforce; and (4) organize public meetings on working women's issues.

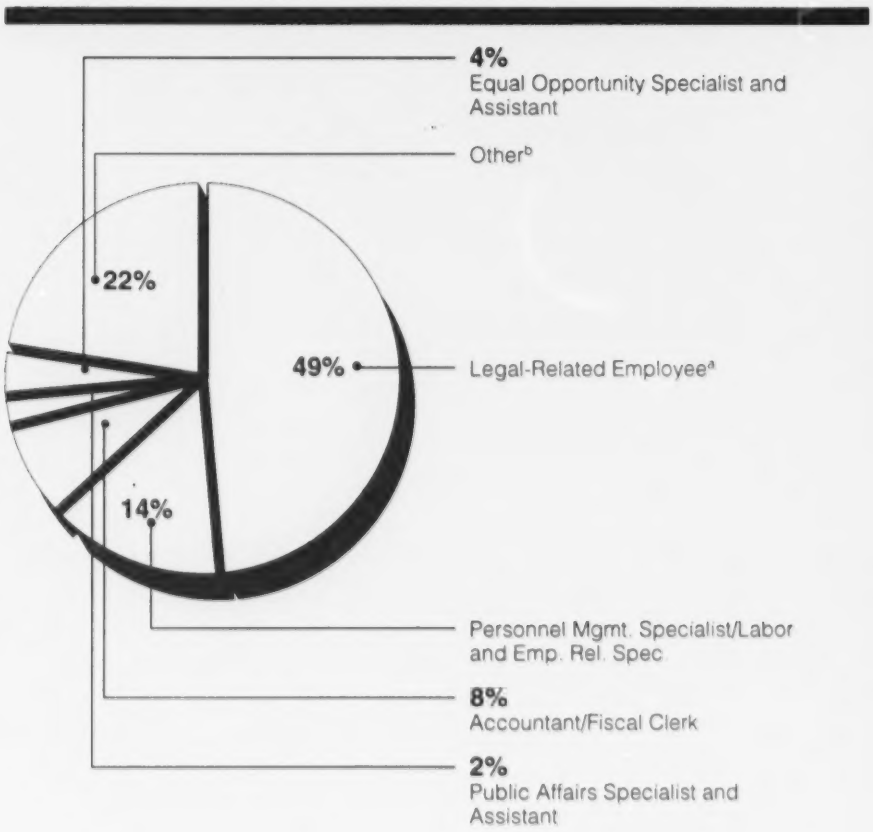
Staffing

DM staff represented over 40 different professional and administrative job categories. Attorneys and judges made up approximately 30 percent of the DM field office workforce (see fig. III.2). The remaining staff were paralegal

[25]P.L. 102-235 broadens the range of training and job placement opportunities for women under the Job Training Partnership Act to include nontraditional occupations. According to Labor, nontraditional occupations are any vocations in which women constitute 25 percent or less of those working in the vocation. Such vocations include barber, engineer, clergy, physician, and farmworker. P.L. 102-530 gives grants to community-based organizations that will provide technical assistance to employers and labor unions and related employee membership groups to encourage the promotion of women in nontraditional occupations.

specialists, personnel management specialists, personnel classification clerks, fiscal clerks, and accountants. Approximately 34 percent of DM field office staff were grades GS-11, –12, and –13. Staff at the GS-5 and –7 grade levels constituted 22 percent of its field office workforce (see fig. III.3).

Figure III.2: Occupational Series for DM Field Office Staff, Fiscal Year 1995

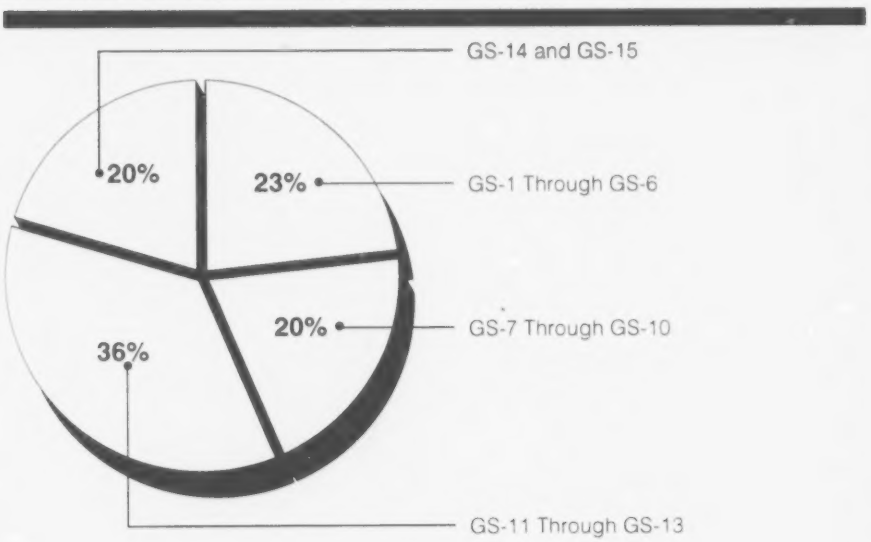


Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Legal-related job categories include administrative law judge, attorney, paralegal specialist, law clerk, and legal assistant.

[b]Other job categories include secretary, secretary representative, mail clerk, office automation clerk, computer specialist, and program analyst.

Figure III.3: Grade Levels for DM Field Office Staff, Fiscal Year 1995



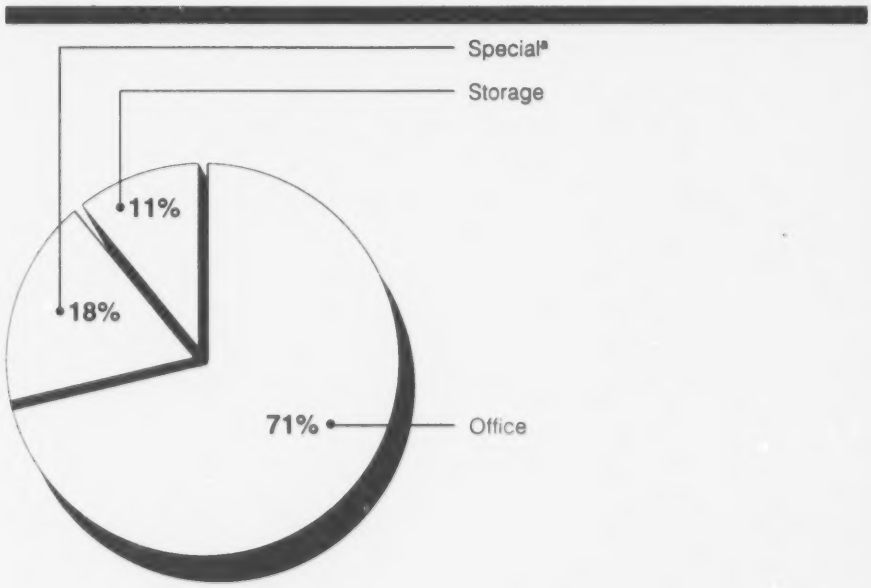
Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. About 5 percent of DM's field staff were in the Senior Executive Service or the Administrative Law Judge pay series. Percentages shown are approximate because of rounding.

Space and Cost

In fiscal year 1995, DM field offices occupied space in 59 buildings throughout the United States, totaling 482,648 square feet.[26] According to GSA data, 207,813 square feet of space was owned by GSA and 274,835 square feet was leased from privately owned sources. Most of the space used by the DM functions was used for offices and the remainder for storage and other uses, such as training, conferences, and data processing (see fig. III.4).

[26]This number does not include space that DM may have occupied in state-owned buildings, nor does it include any Washington, D.C., field offices supporting the DM function.

Figure III.4: Space Usage for DM Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, DM field office space totaled 482,648 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

DM field costs totaled $47.2 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were $8.7 million, which was 18 percent of the function's total field office costs. Costs for staff salaries and benefits totaled $32.9 million and other costs totaled $5.6 million, which were about 70 and 12 percent, respectively, of the total field office costs for this function.

Restructuring Plans/Activities

In fiscal year 1995, SOL examined its regional office structure in light of agencywide streamlining and reinvention initiatives. This analysis led to the decision to close the SOL branch office in Ft. Lauderdale, Florida. Effective in fiscal year 1996, while maintaining a physical presence in each of its regions, OASAM will have reduced its number of regional administrators from 10 to 6.

Bureau of Labor Statistics

The primary mission of the Bureau of Labor Statistics (BLS) is to collect, process, analyze, and disseminate data relating to employment, unemployment, and other characteristics of the labor force; prices and consumer expenditures; wages and other worker compensation, and industrial relations; productivity and technological change; economic growth and employment projections; and occupational safety and health. These basic data—practically all supplied voluntarily by business establishments and members of private households—are issued in monthly, quarterly, and annual news releases; bulletins, reports, and special publications; and periodicals. Statistical data are also made available to the general public through electronic news service, magnetic tape, diskettes, and microfiche, as well as through the Internet.

BLS conducts many of its mission-related activities through its eight field offices (see fig. III.5). According to Labor, BLS' field structure maximizes the effectiveness of BLS' data collection activities, saves travel expenditures, and accommodates workload requirements. Table III.4 provides key information about BLS' eight regional offices.

Figure III.5: Locations of BLS Field Offices, Fiscal Year 1995

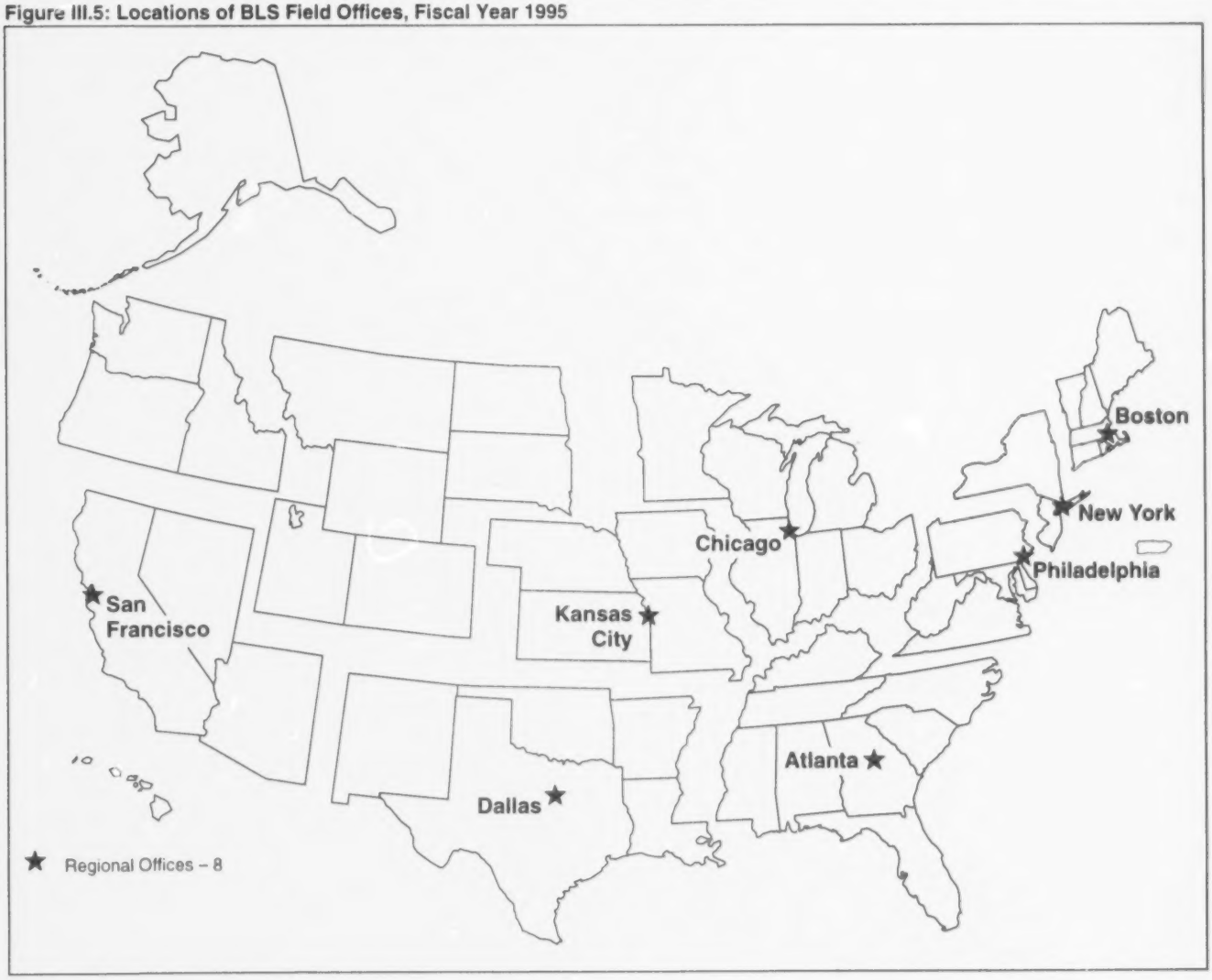


Table III.4: Key Characteristics of BLS and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all BLS offices	BLS field offices	Field offices as a percentage of all BLS offices
Number of field offices		8	
FTE positions			
Authorized[a]	2,543	853	34
Used	2,404.37	809.95	34
On-board staff	2,511	929[b]	37
Total office costs	$304.5 million	$51.1 million	17
Rent/utility costs	$26.2 million	$4.8 million	18
Staff salary and benefit costs	$137.3 million	$36.5 million	27
Other costs[c]	$141 million	$7.9 million	6

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

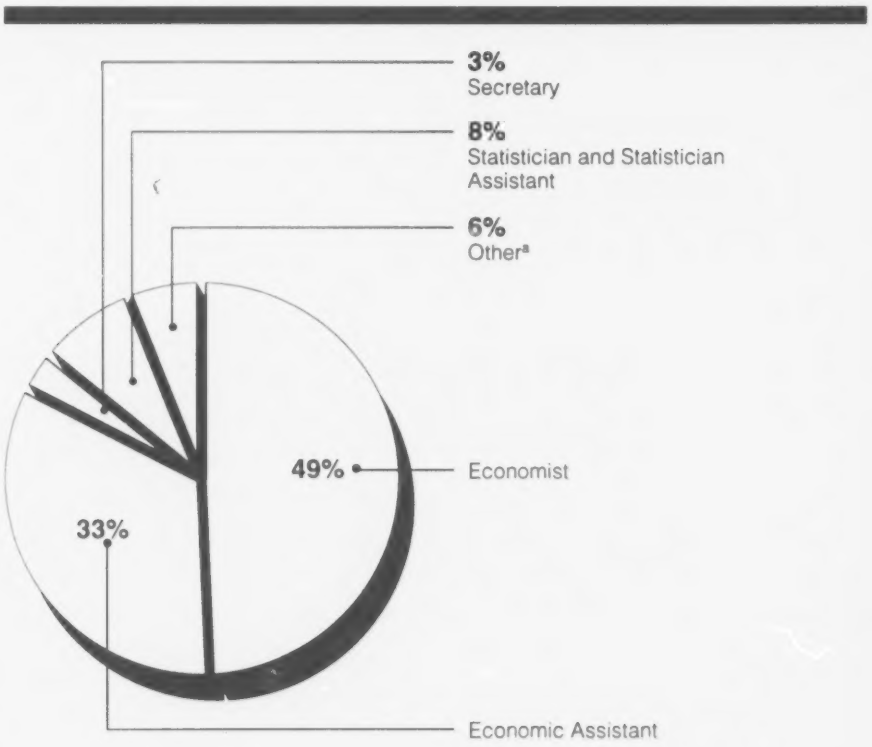
In fiscal year 1995, BLS maintained regional offices in the following cities: Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, and San Francisco. BLS regional offices (1) issue reports and releases usually presenting locality or regional issues and (2) assist business, labor, academic, and community groups with using the economic statistical data BLS produces. Regional office staff also supervise the work of part-time field staff who (1) collect data for the Consumer Price Index and occupational compensation surveys and (2) survey firms for the Producer Price and Export and Import Price programs. These "outstationed" staff performed their BLS duties in over 70 locations throughout the United States.

Staffing

BLS employed only about 9 percent of all Labor on-board field office staff in fiscal year 1995, but had the largest proportion of part-time staff among Labor components with field offices—34 percent of BLS staff worked part time. Part-time staff in the other components represented less than 10 percent of these components' on-board staffs. BLS staff represented over 15 different professional and administrative job categories. Economists and economic assistants made up approximately 80 percent of BLS's field office workforce (see fig. III.6). The remaining staff included statisticians, computer specialists, public affairs assistants, and clerical support staff.

Approximately 46 percent of BLS' field office staff were GS-11s, –12s, and –13s. Staff at the GS-5 and –6 pay levels made up about 23 percent of BLS' field office workforce (see fig. III.7).

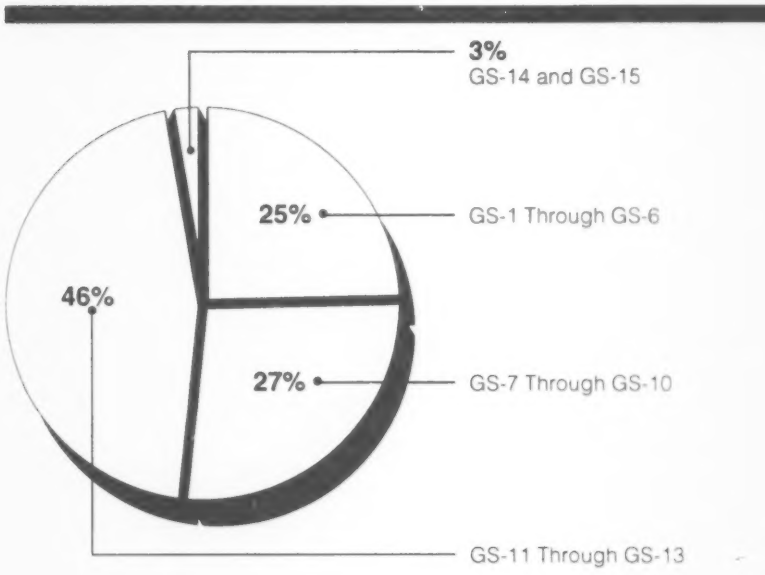
Figure III.6: Occupational Series for BLS Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as administrative officer, computer specialist, information clerk, program assistant, public affairs assistant, and office automation clerk.

Figure III.7: Grade Levels for BLS Field Office Staff, Fiscal Year 1995



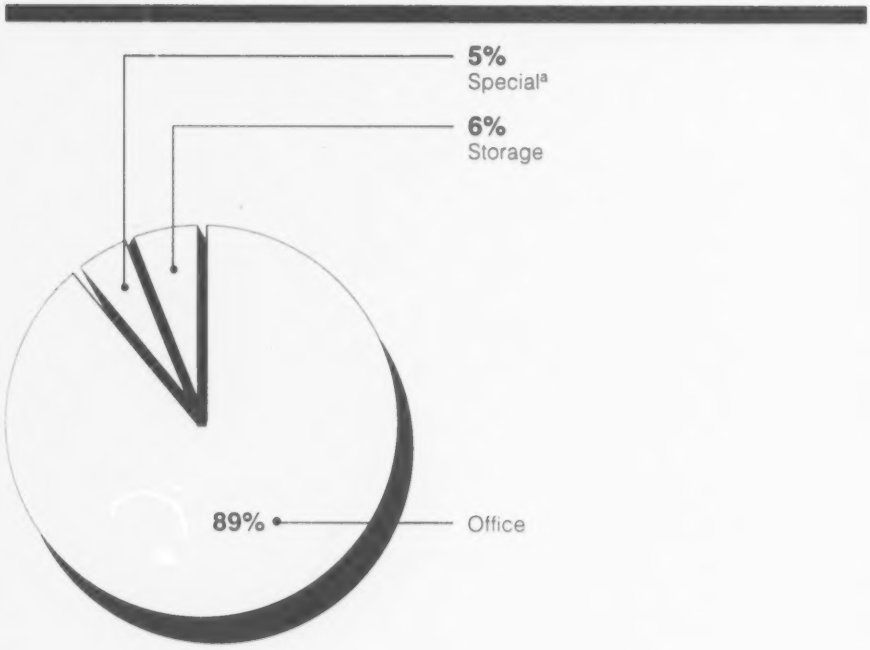
Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

From one to five BLS staff persons worked in 84 percent of the U.S. localities with BLS staff. Nine of these localities had over 30 BLS employees. Generally, economic assistants in grades GS-5 through –7 provided the BLS presence in those localities with only one staff person. In several cases, a GS-11 or –12 economist represented BLS in the locality.

Space and Cost

In fiscal year 1995, BLS field offices occupied space in 84 buildings throughout the United States, totaling 219,324 square feet. Over 83,600 square feet was owned by GSA and 135,659 was leased from private sources. (We were unable to determine how much space, if any, BLS occupied in state-owned buildings.) BLS used 195,663 square feet—or about 89 percent—of this space for offices and the remainder for storage and other uses (see fig. III.8). At 50 of the 84 buildings BLS occupied in fiscal year 1995, other Labor components were also located at the same address.

Figure III.8: Space Usage for BLS Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, BLS field office space totaled 219,324 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

Field costs for BLS totaled $51.1 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were $4.8 million, which was 9 percent of BLS' total field office costs. Costs for staff salaries and benefits totaled $36.5 million and other costs totaled $7.9 million, which were about 71 and 15 percent, respectively, of BLS' total field office costs.

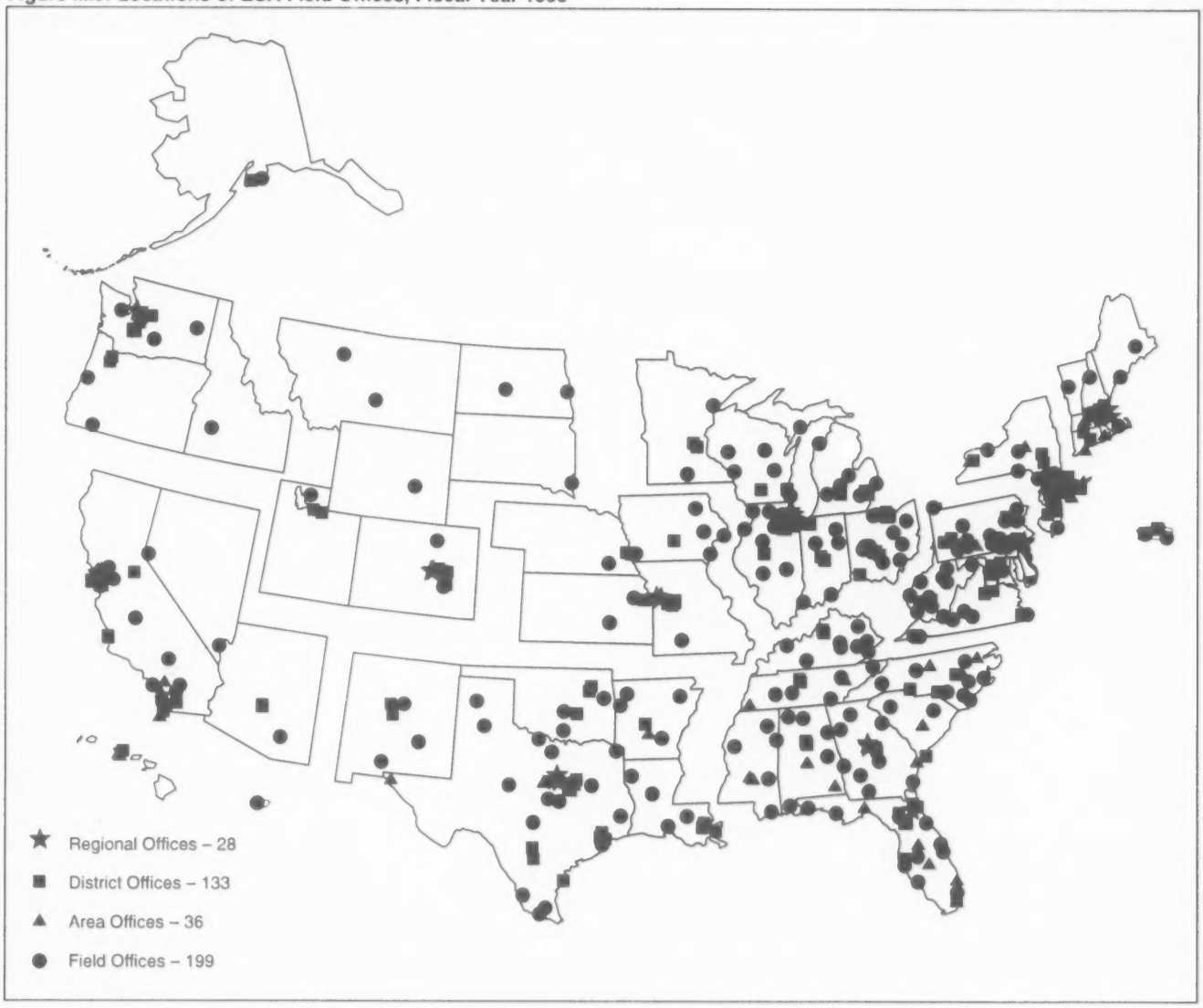
Restructuring Plans/Activities

None.

Employment Standards Administration

The Employment Standards Administration (ESA) is responsible for administering and directing programs dealing with minimum wage and overtime standards; registration of farm labor contractors; determining prevailing wage rates to be paid on federal government contracts and subcontracts; family and medical leave; nondiscrimination and affirmative action for minorities, women, veterans, and government contract and subcontract workers with disabilities; and workers' compensation programs for federal and certain private sector employers and employees. The field structure for ESA—a total of 396 field offices—supports three program areas—the Wage and Hour Division, the Office of Federal Contract Compliance Programs, and the Office of Workers' Compensation Programs (see fig. III.9).

Figure III.9: Locations of ESA Field Offices, Fiscal Year 1995



Wage and Hour Division

The largest division within ESA is the Wage and Hour Division (WHD) with its 8 regional offices, 54 district offices, 45 area offices, and 192 field offices. According to Labor, in order to enforce federal standards for working conditions and wages, WHD focuses its investigative efforts mainly on industries that employ large numbers of workers in low-wage jobs

because this is where wage, overtime, and child labor violations often occur. WHD field staff respond to complaints alleging violations and target their enforcement efforts at employers with a high likelihood of repeated and egregious violations. WHD field staff also detect and remedy violations of overtime, child labor, and other labor standards.

With over 280 offices nationwide, WHD supports its mission by providing a local presence in most of the metropolitan areas of the country. According to Labor, WHD's streamlining plan will make its mission more challenging because having fewer offices will increase travel costs and possibly impede access to some geographic areas.

Office of Federal Contract Compliance Programs

The Office of Federal Contract Compliance Programs (OFCCP), with its 10 regional offices, 45 district offices, and 10 area offices, conducts compliance reviews of supply, service, and construction companies with federal contracts and federally assisted programs for construction, alteration, and repair of public works. OFCCP ensures that prevailing wages are paid and overtime standards achieved in accordance with the provisions of the Davis-Bacon Act (40 U.S.C. 276a) as well as the Service Contract Act (41 U.S.C. 351), Public Contracts Act, and Contract Work Hours and Safety Standards Act.

According to Labor, OFCCP's field structure provides a local contact for representatives of federal contractors to obtain information and technical assistance when establishing their affirmative action programs. It also provides local contacts and local offices that help provide women and minorities with more employment opportunities as well as a place to file complaints against federal contractors. Labor maintains that these local offices decrease travel costs because OFCCP staff make less frequent overnight trips.

Office of Workers' Compensation Programs

The Office of Workers' Compensation Programs (OWCP) is supported by 10 regional offices, 34 district offices, and 7 field offices that are staffed on a part-time basis. OWCP's primary responsibilities are to administer compensation programs that pay federal employees, miners, longshore, and other workers for work-related injuries, disease, or death. These compensation programs are authorized by the Federal Employees Compensation Act, Longshore and Harbor Workers Compensation Act and its various extensions, and the Black Lung Benefits Act. OWCP also administers the Black Lung Disability Trust Fund and provides budget,

automated data processing, and program technical support for the compensation programs.

OWCP's field structure, according to Labor, gives claimants and employers easier access to assistance when processing claims and provides faster and more efficient service. Field office locations are necessary to be near the homes and work places of the parties involved in claims to ensure timely reconciliation of claims and to minimize staff travel costs.

Table III.5 provides key information about the 28 regional offices, 133 district offices, 199 field offices, and 55 area offices that make up ESA's field office structure.

Table III.5: Key Characteristics of ESA and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all ESA offices	ESA field offices	Field offices as a percentage of all ESA offices
Field offices		396	
FTE positions			
Authorized[a]	3,677	3,078	84
Used	3,543.72	2,916.19	82
On-board staff	3,559	3,020[b]	85
Total office costs	$267.1 million	$179.2 million	67
Rent/utility costs	$15.9 million	$14.9 million	94
Staff salary and benefit costs	$195.6 million	$156 million	80
Other costs[c]	$55.6 million	$8.3 million	15

[a]Fiscal year 1995 ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

ESA's various field offices generally perform the following functions:

- Regional offices. WHD, OFCCP, and OWCP regional offices generally provide the executive direction and administrative support for all other respective field offices operating in a particular region.
- District offices. A WHD district office provides the day-to-day management and supervision of selected area and field offices. WHD district office staff provide education outreach and investigate alleged violations of the Fair Labor Standards Act (29 U.S.C. 201) and other labor standards laws. OFCCP

district offices supervise and manage selected area offices. Within OWCP, district office staff process either Longshore and Harbor Workers, Coal Mine Workers, or Federal Employees Compensation Act claims. OWCP district offices work with all parties involved in a claim to secure the information needed to disallow or accept the claim. OWCP district offices serve as information repositories for employers and employees about the various disability compensation programs that Labor administers.

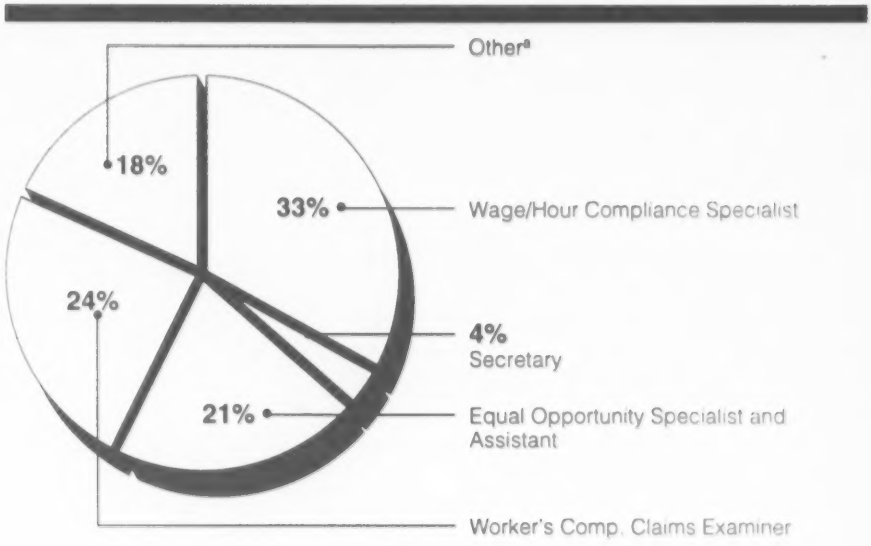
- Area offices. WHD area offices staff investigate alleged violations of the Fair Labor Standards Act and other labor standards laws. Labor considers WHD area office staff "frontline" employees because they inspect work sites and interview employers and employees as part of their investigatory and enforcement activities. WHD area offices also make available to employers and workers information about the Fair Labor Standards Act, other laws, and their rights and responsibilities under the law. Staff at OFCCP area offices investigate allegations of unfair bidding and hiring practices involving minority construction contractors and suppliers. OFCCP area offices also work with employers to ensure compliance with applicable federal contract laws and procedures.
- Field offices. WHD field offices are usually staffed by one or two compliance specialists who are also considered frontline workers by Labor. They perform the same investigatory and enforcement activities as the WHD area offices but in many more locations. OWCP's field offices are maintained on a part-time basis by the Black Lung program and provide a local point of contact for claimants and other interested parties.

Staffing

ESA employed about 28 percent of all Labor on-board field office staff in fiscal year 1995. ESA staff represented over 30 different professional and administrative job categories. Wage/hour compliance specialists, workers' compensation claims examiners, and equal opportunity specialists made up the largest proportion of ESA's field office workforce (see fig. III.10). The remaining staff included wage analysts, management and program analysts, and clerical and other support staff. Less than 2 percent of ESA's staff worked part time.

Approximately 64 percent of ESA's field office staff were at the GS-11, –12, and –13 grade levels. Staff at the GS-5 and –6 pay levels constituted about 12 percent of ESA's field office workforce (see fig. III.11).

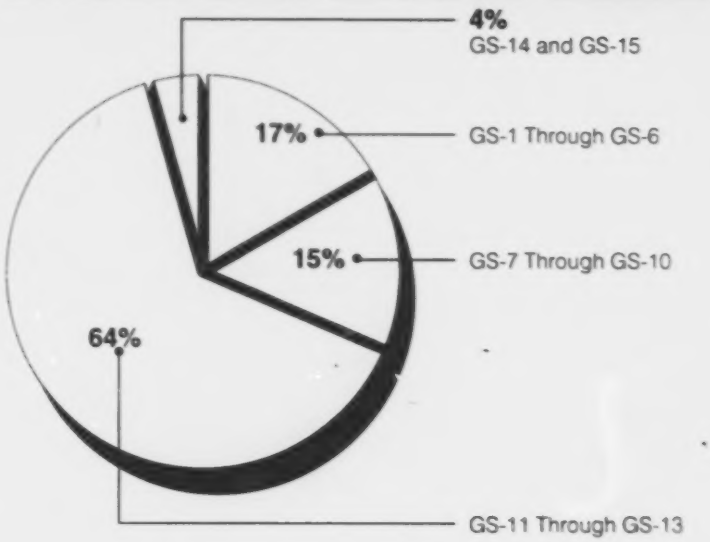
Figure III.10: Occupational Series for ESA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as wage/hour assistant, clerk, services assistant and technician, and management and program analysts.

Figure III.11: Grade Levels for ESA Field Office Staff, Fiscal Year 1995



Note: This analysis uses information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Less than 1 percent of ESA's field office staff were in the Senior Executive Service. Percentages shown are approximate because of rounding.

From one to five ESA staff worked in almost 70 percent of the 280 U.S. localities with ESA staff (see table III.6). GS-11 and -12 wage/hour compliance specialists primarily represented ESA in those localities with only one ESA staff person. Seventeen localities had over 30 ESA employees—they generally were associated with an ESA regional office.

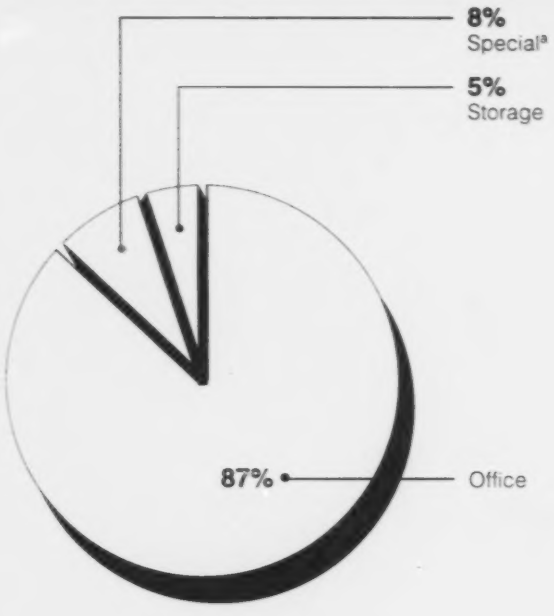
Table III.6: Number of U.S. Localities With ESA Staff, Fiscal Year 1995

Numbers of ESA staff	Number of different localities with ESA staff
1	116
2 to 5	79
6 to 10	19
11 to 20	31
21 to 30	18
Over 30	17
Total - 3,020	**280**

Space and Cost

In fiscal year 1995, ESA field offices occupied space in 335 buildings throughout the United States, totaling 769,237 square feet.[27] About 272,200 square feet was owned by GSA and about 497,000 square feet was leased from privately owned sources. ESA used about 671,000 square feet of this space for offices and the remainder for storage and other activities (see fig. III.12). At 138 of the 335 buildings ESA occupied in fiscal year 1995, other Labor components were also located at the same address.

Figure III.12: Space Usage for ESA Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, ESA field office space totaled 769,237 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

Field costs for ESA totaled $179.2 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were

[27]This square footage total does not include ESA's two Washington, D.C., field offices that, according to Labor, occupied 26,521 square feet.

$14.9 million, which was about 8 percent of ESA's total field office costs. Costs for staff salaries and benefits totaled $156 million and other costs totaled $8.3 million, which were about 87 and 5 percent, respectively, of ESA's total field office costs.

Restructuring Plans/Activities

By fiscal year 1999, Labor plans to have completed the reorganization of ESA's WHD and OFCCP field operations. WHD's eight regional offices will be reduced to five through the consolidation of its current (1) Philadelphia, New York, and Boston regional offices into a northeast regional office and (2) Chicago and Kansas City regional offices into a single office. Labor also plans to reduce the number of WHD district offices and increase its area offices. This will essentially involve redefining the duties of about 10 district offices to provide more frontline services and fewer management-related activities. Also, through employee attrition, management/supervisory staff buyouts, and the conversion of supervisory positions to senior technical positions, Labor plans to reduce its WHD staff and management-to-staff ratios to increase the proportion of frontline WHD employees to better serve its many customers.

Four of OFCCP's regional offices will be combined into two. Its current Chicago and Kansas City regional offices will be merged to form one new office, and its Dallas and Denver regional offices will be combined to form the other. Also, Labor plans to eliminate at least two OFCCP district offices. OFCCP will continue to review additional district offices to determine whether more can be converted into area offices by fiscal year 1999.

Employment and Training Administration

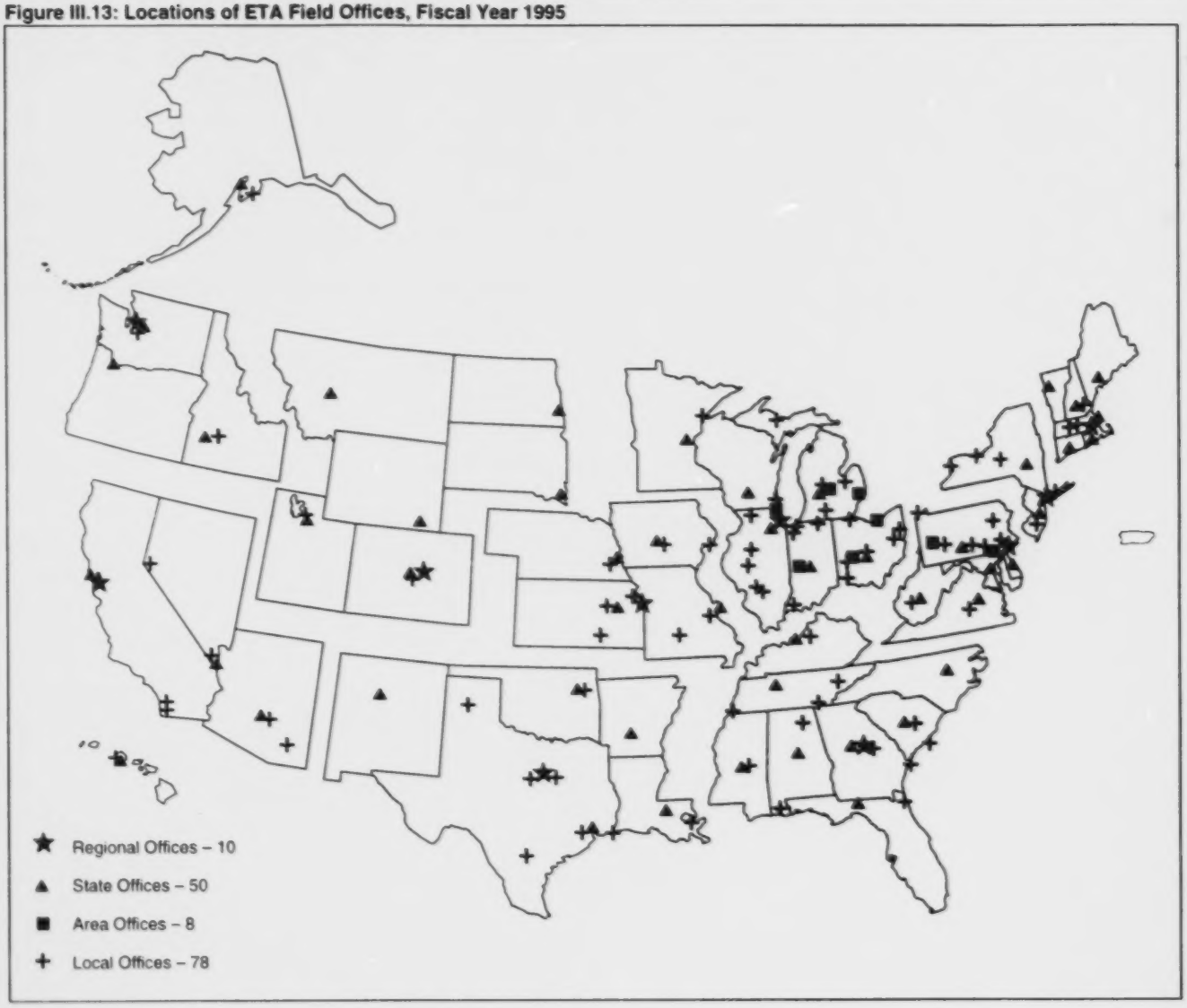
The Employment and Training Administration (ETA) fulfills responsibilities assigned to Labor that relate to employment services, job training, and unemployment insurance. ETA administers, among others, the following:

- Federal Unemployment Insurance System,
- U.S. Employment Service,
- federal activities under the National Apprenticeship Act,
- Adult and Youth Training Programs (title II of the Job Training Partnership Act),
- the dislocated worker program under the Economic Dislocation and Worker Adjustment Assistance Act (title III of the Job Training Partnership Act),
- Job Corps (title IV of the Job Training Partnership Act),

- federal activities under the Worker Adjustment and Retraining Notification Act,
- the Trade Adjustment Assistance Program, and
- the Senior Community Service Employment Program (title V of the Older Americans Act).

ETA's 146 field offices (see fig. III.13) help to administer the nation's federal-state employment security system; fund and oversee programs to provide job training for groups having difficulty entering or returning to the workforce; formulate and promote apprenticeship training standards and programs; promote school-to-work initiatives, one-stop career centers, and labor market information; and conduct continuing programs of research, development, and evaluation.

Figure III.13: Locations of ETA Field Offices, Fiscal Year 1995



According to Labor, several reasons exist for the field structure of ETA. To fulfill its mission, many of ETA's regional and field offices are located in the same area so as to reduce overhead and administrative costs. Their locations facilitate direct and more frequent contact on site with states

and local entities and the provision of timely information and feedback. Field office staff can provide on-site technical assistance, which would be more costly, infrequent, and less efficient if staff were more centralized. The close proximity of ETA staff to its state and local grantees and contractors is essential to the agency's ability to oversee and maximize program integrity while minimizing travel costs.

Table III.7 provides key information about the 10 regional, 50 state, 8 area, and 78 local offices that constituted ETA's field office structure.

Table III.7: Key Characteristics of ETA and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all ETA offices	ETA field offices	Field offices as a percentage of all ETA offices
Field offices		146	
FTE positions			
Authorized[a]	1,529	870	57
Used	1,480.52	835.93	56
On-board staff	1,449	835[b]	58
Total office costs	$189.4 million	66.4 million	35
Rent/utility costs	$5.0 million	$4.9 million	98
Staff salary and benefit costs	$163.1 million	$51.4 million	32
Other costs[c]	$21.3 billion	$10.1 million	47

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

ETA's various field offices generally support its major program activities—training and employment services, Job Corps, unemployment insurance, and apprenticeship training through the Bureau of Apprenticeship and Training (BAT). The regional offices perform activities related to the Job Training Partnership Act and several other programs. The balance of ETA's field offices—state, area, and local offices—are part of the BAT program. BAT is unique to ETA in that it provides consultant services to employers, employer groups, unions, employees, and related business and trade associations using private-sector resources to improve the skills of the workforce. The staff develop voluntary standards and agreements between the parties and work to ensure that the standards for

work, training, and pay are mutually achieved for apprentices and their sponsors.

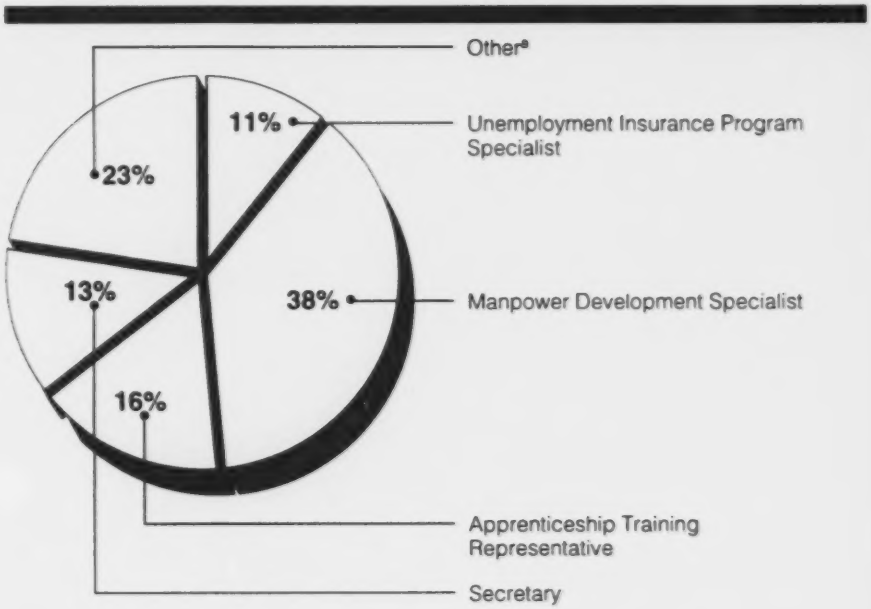
ETA's field offices perform the following functions:

- Regional offices. Regional office staff ensure the efficient administration of the training and employment services operated by state grantees under the Job Training Partnership Act, Wagner-Peyser Act, Trade Act, and North American Free Trade Agreement; supports state and local one-stop career center and school-to-work system building efforts; and provide consultation and guidance to state grantees for the planning and operation of state and federal unemployment insurance and related wage-loss compensation programs. The BAT regional offices are responsible for directing, planning, and administering effect BAT programs and ensure that ETA's school-to-work initiatives are incorporated in training programs when feasible. Job Corps regional offices ensure that centers are safe learning and living environments for students; implement program policies; and coordinate with schools and training programs to support Job Corps programs.
- State offices. State office staff develop, coordinate, promote, and implement apprenticeship and allied employment and training programs in industry on a statewide basis. They also provide technical assistance to industry, management, labor, education, and other groups concerned with economic development within a state.
- Area and local offices. Staff in these offices perform the same basic functions done by state office staff, except on a less-than-statewide basis.

Staffing

ETA staff represented 24 different professional and administrative job categories. Most of ETA's field office workforce was composed of manpower development specialists, apprenticeship training representatives, unemployment insurance program specialists, and secretaries (see fig. III.14). The remaining staff included job categories such as alien certification clerk and apprenticeship training assistant, computer specialist, executive assistant, and program analyst. Approximately 62 percent of ETA's field office staff were middle managers: GS-11s, –12s, and –13s. Staff at the GS-5 and –6 pay levels constituted about 15 percent of ETA's field office workforce (see fig. III.15).

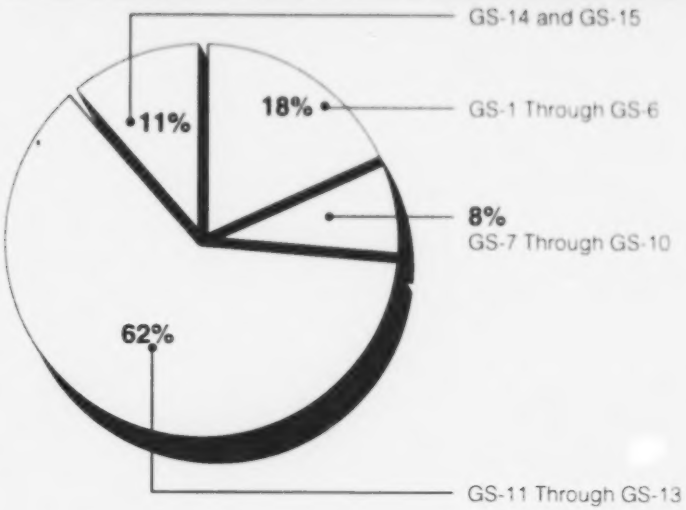
Figure III.14: Occupational Series for ETA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as alien certification clerk, apprenticeship and training assistant, executive assistant, computer specialist, program analyst, administrative officer, and other clerical and administrative support staff.

Figure III.15: Grade Levels for ETA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Less than 1 percent of ETA's field office staff were in the Senior Executive Service. Percentages shown are approximate because of rounding.

From one to five ETA staff persons worked in 87 of the 98 localities with ETA staff (see table III.8). Ten localities—representing the locations of ETA's regional offices—had over 30 ETA employees. Generally, apprenticeship training representatives in grades GS-11, -12, and -13 provided the ETA presence in those localities with only one staff person.

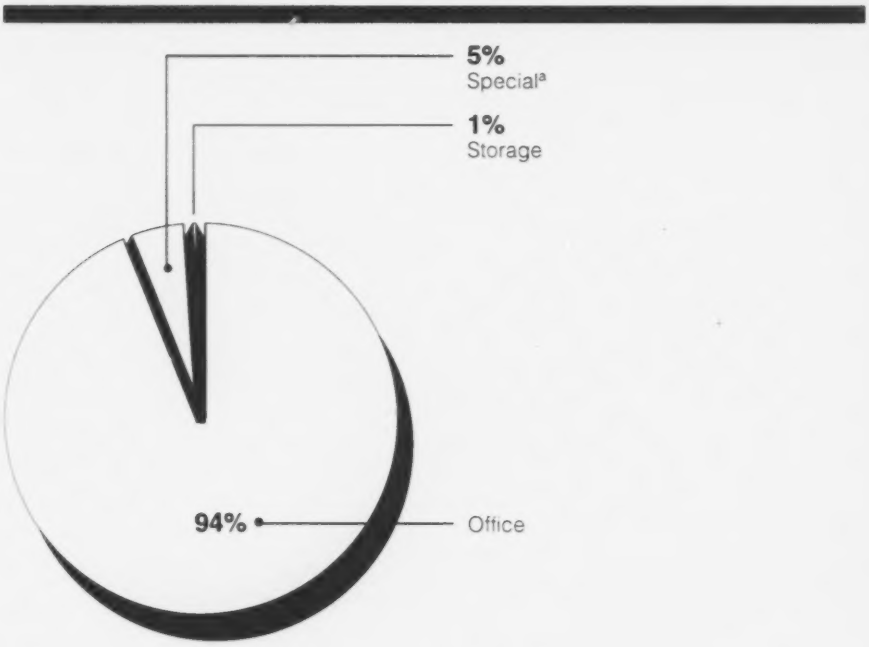
Table III.8: Number of U.S. Localities With ETA Staff, Fiscal Year 1995

Numbers of ETA staff	Number of different localities with ETA staff
1	46
2 to 5	41
6 to 10	1
11 to 20	0
21 to 30	0
Over 30	10
Total - 835	**98**

Space and Cost

In fiscal year 1995, ETA field offices occupied space in 127 buildings throughout the United States, totaling 226,649 square feet. About 81,600 square feet was owned by GSA and 145,046 square feet was leased from privately owned sources. ETA used about 93 percent of this space for offices and the remainder for storage and other activities (see fig. III.16). At 98 of the 127 buildings ETA occupied in fiscal year 1995, other Labor components were also located at the same address.

Figure III.16: Space Usage for ETA Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, ETA field office space totaled 226,649 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratories and clinics, food service, automatic data processing, conferences, and training.

ETA's field office costs totaled $66.4 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. ETA paid more for these costs than five of the other nine Labor components. Rent and utility costs were about

$5 million, which was 7 percent of total rent and utility costs for all ETA field offices. Costs for staff salaries and benefits totaled $51.4 million and other costs totaled $10.1 million, which were about 77 and 15 percent, respectively, of ETA's total field office costs.

Restructuring Plans/Activities

ETA has begun to reassess its field structure and is considering realigning and/or consolidating certain programs, functions, services, and field offices. ETA is currently reevaluating its operations in the 10 federal region cities with a view to locating them in the same area or building where feasible. ETA has reduced its total staff by 20 percent, well above its streamlining goal of a 12-percent reduction in total staffing by fiscal year 1999.

Mine Safety and Health Administration

The primary mission of the Mine Safety and Health Administration (MSHA) is to protect the safety and health of the nation's miners who work in coal, metal, and nonmetal mines. MSHA's 155 field offices (see fig. III.17) develop and enforce mandatory safety and health standards, ensure compliance with the standards, conduct inspections, assess civil penalties for violations, and investigate accidents. In addition, MSHA field offices provide assistance in the development of safety programs, and improve and expand training programs in cooperation with the states and the mining industry. In conjunction with the Department of the Interior, MSHA contributes to the expansion and improvement of mine safety and health research and development.

MSHA primarily performs its enforcement and assessment functions through a complement of offices known within the component as district, subdistrict, and field offices, not regional offices. According to MSHA, the mine community as well as Labor benefits from these offices. The geographical distribution of MSHA's field offices facilitates the efficient and effective operation of MSHA's safety and health programs. The distribution of the field offices minimizes the travel time and costs of the inspection and technical staff, which increases the time available for inspection and compliance assistance activities. Also, the proximity of the field offices to the nation's mines allows MSHA to be more accessible to the mining community and respond quickly to mine emergencies.

Figure III.17: Locations of MSHA Field Offices, Fiscal Year 1995

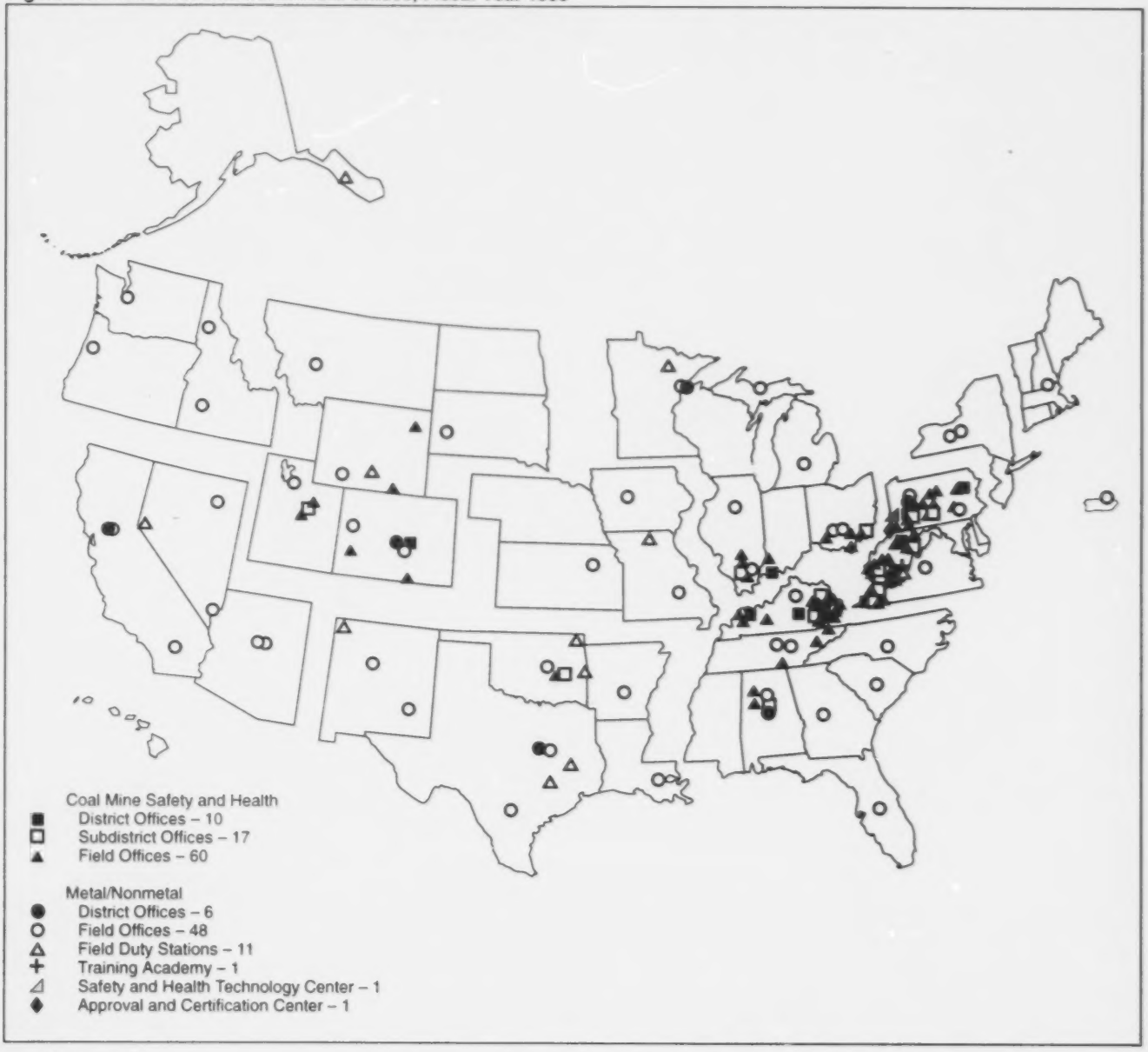

Coal Mine Safety and Health
District Offices – 10
Subdistrict Offices – 17
Field Offices – 60
Metal/Nonmetal
District Offices – 6
Field Offices – 48
Field Duty Stations – 11
Training Academy – 1
Safety and Health Technology Center – 1
Approval and Certification Center – 1

Table III.9 provides key information about the 16 district offices, 17 subdistrict offices, 108 field offices, 11 field duty stations, and one training center that compose MSHA's field structure.

Table III.9: Key Characteristics of MSHA and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all MSHA offices	MSHA field offices	Field offices as a percentage of MSHA offices
Field offices		155	
FTE positions			
Authorized[a]	2,521	2,288	91
Used	2,377.82	2,147.2	90
On-board staff	2,371	2,087[b]	88
Total office costs	$192.9 million	$173.3 million	90
Rent/utility costs	$8.8 million	$8.8 million	100
Staff salary and benefit costs	$149.8 million	$135.3 million	90
Other costs[c]	$34.3 million	$29.2 million	85

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

MSHA's various offices generally perform the following functions:

- District offices. A district office is responsible for keeping its fingers on the pulse of all active mining. One set of MSHA district offices monitors coal mines, while the other oversees the activities of mines that produce metals and nonmetals. A district office provides the managerial oversight and administrative support for the subdistrict and field offices.
- Subdistrict offices. These offices provide the direct technical supervision of the field offices and field duty stations.
- Field offices. A field office is under the direct supervision of a subdistrict office. Field office staff generally inspect coal or metal/nonmetal mines or supervise those who do.
- Field duty stations. These offices generally perform the same functions as field offices, except no supervisors are on site. One or two mine inspectors staff a field duty station and are supervised by a field office.
- Training center. The National Mine Health and Safety Academy in Beckley, West Virginia, is responsible for providing training services and training programs for miners and MSHA employees.

- Other offices. The Safety and Health Technology Center in Bruceton, Pennsylvania, provides engineering and scientific capability to assist MSHA, states, and the mining industry in identifying and solving technological mine safety and health problems. MSHA's Approval and Certification Center in Triadelphia, West Virginia, approves, certifies, and accepts machinery, instruments, materials, and explosives for underground surface mines. Both centers report to MSHA headquarters.

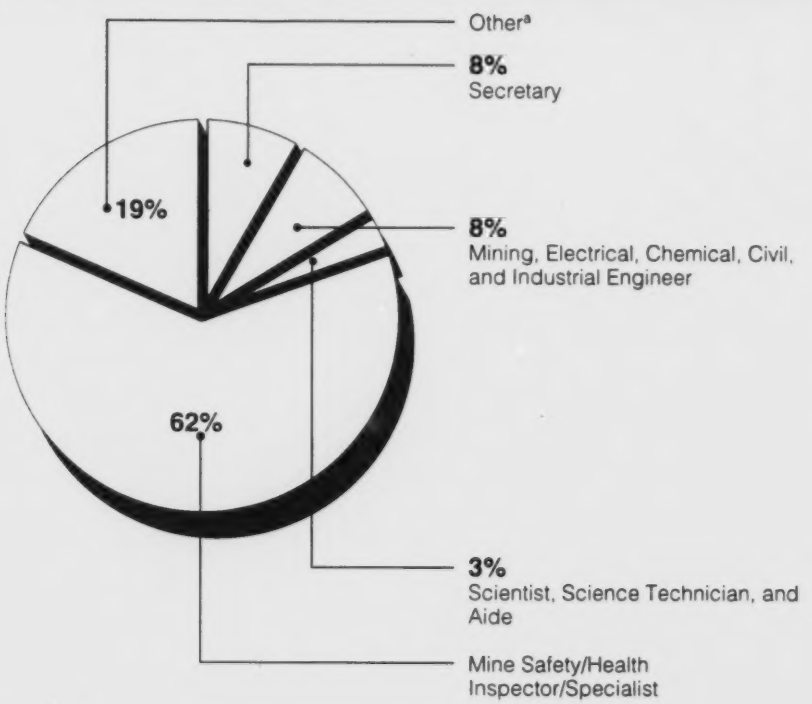
Because most of the nation's coal mines are located in the Appalachian area, 8 of the 10 district offices for Coal Enforcement were located in Pennsylvania, Virginia, West Virginia, and Kentucky in fiscal year 1995. The district offices for coal mines west of the Mississippi and in the north central part of the nation were in Colorado and Indiana. However, the district offices for metal/nonmetal mines were more widely distributed because these mines are more widely dispersed throughout the country. According to MSHA, it continually assesses its field structure to best ensure the safety and health of U.S. mine workers and, when necessary, adjusts its office locations to match shifts in mining activity.

Staffing

According to Labor, district offices are generally staffed by district managers, technical staff and assistants, and administrative workers, while field offices are generally staffed by inspectors. Larger field offices have a supervisor inspector as well as a clerk.

MSHA employed nearly 20 percent of all Labor on-board field office staff in fiscal year 1995. MSHA staff represented 50 different professional and administrative job categories. Mine safety and health inspectors and engineers made up over 60 percent of MSHA's field office workforce (see fig. III.18). The remaining staff supported these professionals and included job categories such as mine assessment/health clerk, office automation clerk, engineer technician, computer specialist, and financial management specialist. Approximately 71 percent of MSHA's field office staff were at the GS-11, –12, and –13 levels, with half of all MSHA field office staff at the GS-12 level. Staff at the GS-5 and –6 pay levels composed about 14 percent of MSHA's field office workforce (see fig. III.19).

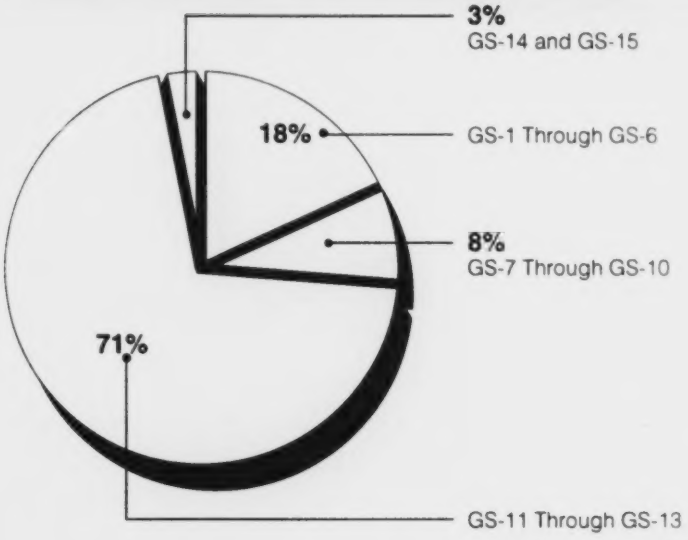
Figure III.18: Occupational Series for MSHA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as computer specialist, office automation clerk, administrative assistant, financial management specialist, accounting technician, and engineering technician.

Figure III.19: Grade Levels for MSHA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

From 6 to 20 staff persons worked in 60 percent of the U.S. localities with MSHA staff (see table III.10). The 15 localities with over 30 staff generally supported MSHA's coal and metal/nonmetal district offices. GS-11 and -12 coal mine safety and health inspectors primarily provided the MSHA presence in the seven localities with one person each.

Table III.10: Number of U.S. Localities With MSHA Staff, Fiscal Year 1995

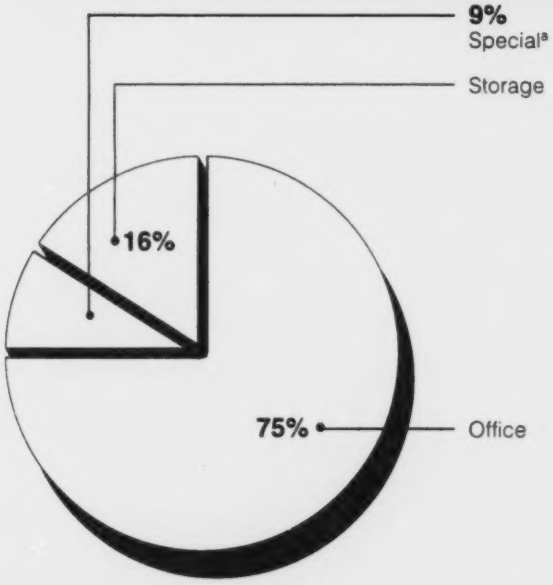
Numbers of MSHA staff	Number of different localities with MSHA staff
1	7
2 to 5	11
6 to 10	48
11 to 20	23
21 to 30	14
Over 30	15
Total - 2,087	**118**

Space and Cost

In fiscal year 1995, MSHA field offices occupied space in 123 buildings throughout the United States, totaling 575,865 square feet. About 78,900 square feet was owned by GSA, and about 496,919 was leased from privately owned sources. MSHA used 429,938 square feet for offices and the remainder for storage and other uses such as training, laboratory testing, and conferences (see fig. III.20). At 20 of the 123 buildings MSHA occupied in fiscal year 1995, other Labor components were also located at the same address.

MSHA field office costs totaled $173.3 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were about $8.3 million, which was 5 percent of total field costs for MSHA. Costs for staff salaries and benefits totaled $135.3 million and other costs totaled $29.2 million, which were about 78 and 17 percent, respectively, of MSHA's total field office costs.

Figure III.20: Space Usage for MSHA Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, MSHA field office space totaled 575,865 square feet in fiscal year 1995.

[a]Includes areas used for laboratory work, food service, automatic data processing, conferences, and training.

Restructuring Plans/Activities

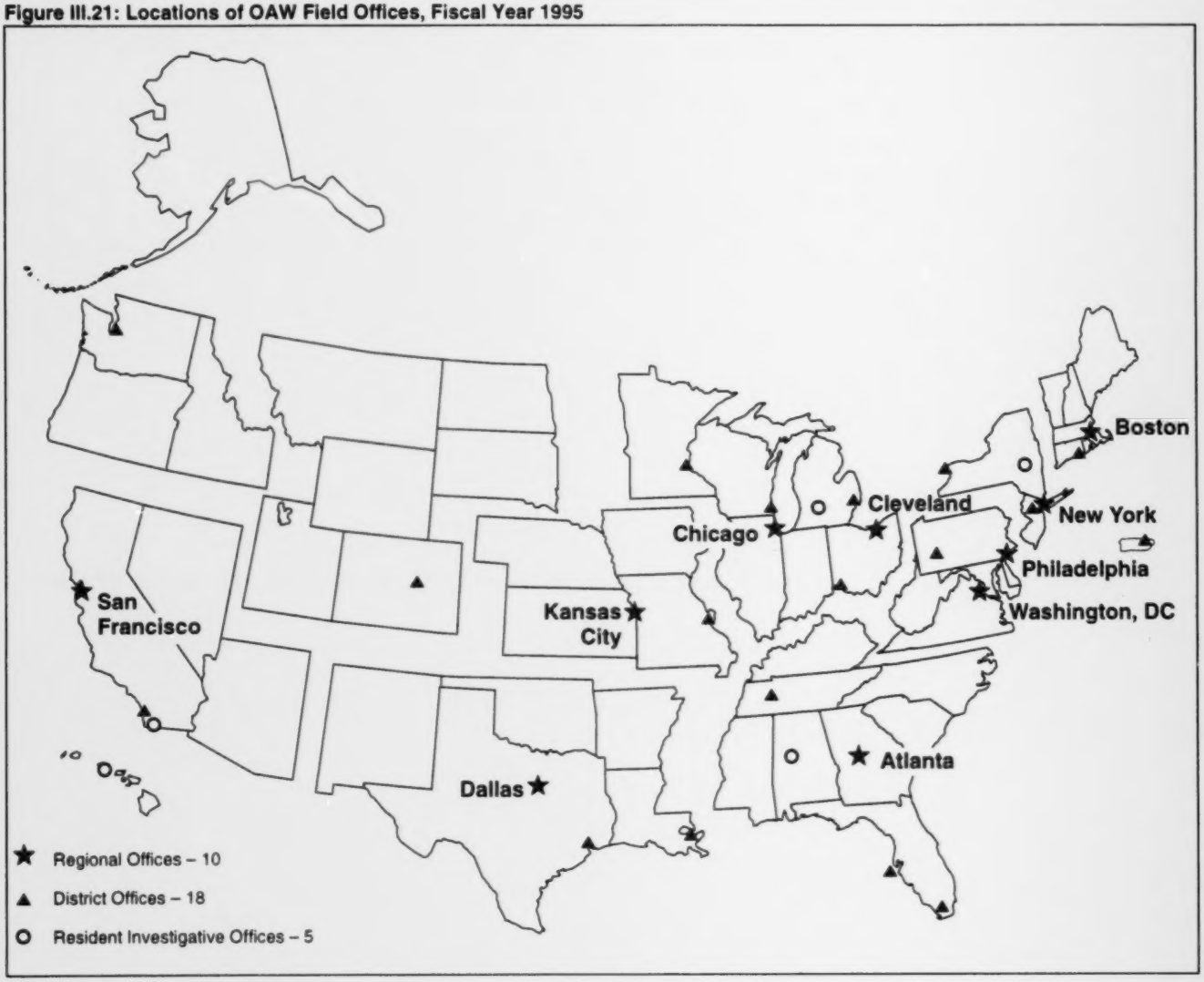
During fiscal year 1995, MSHA began eliminating coal mine safety and health subdistrict offices as part of a multi-year effort to restructure the field structure to eliminate a managerial level. Elimination of the metal and nonmetal subdistrict offices was completed in previous years.

Office of the American Workplace

In July 1993, Labor Secretary Reich created the Office of the American Workplace (OAW) to provide a national focal point for encouraging the creation of high-performance work place practices and policies. During fiscal year 1995, OAW's mission was implemented by three major subunits: the Office of Work and Technology Policy, the Office of Labor-Management Programs, and the Office of Labor-Management Standards (OLMS). Of these three subunits, OLMS is the only one supported by field offices[28] (see fig. III.21).

[28]OAW was eliminated in Labor's fiscal year 1996 appropriation. OLMS was moved budgetarily to ESA and will become a part of ESA organizationally in fiscal year 1997.

Figure III.21: Locations of OAW Field Offices, Fiscal Year 1995



OAW's 34 field offices help to administer and enforce provisions of the Labor-Management Reporting and Disclosure Act of 1959 (LMRDA), as amended, that establish standards for labor union democracy and financial integrity and require reporting and public disclosure of union reports. They also help to administer related laws, which affect labor organizations

composed of employees of most agencies of the federal executive branch and certain other federal agencies subject to similar standards of conduct.[29] To protect the rights of members in approximately 48,000 unions nationwide, OAW provides for public disclosure of reports required by the LMRDA, particularly labor organization annual financial reports; conducts compliance audits to ensure union compliance with applicable standards; conducts civil and criminal investigations, particularly in regard to union officer elections and union funds embezzlement; and provides compliance assistance to union officials and union members to promote knowledge of and conformity with the law.

According to Labor, several factors affected its decision to establish OLMS field offices, such as the number and size of labor unions located in a geographic area and the level of statutorily mandated work historically performed in the area. Field offices allow staff to be within close proximity to the work and generally reduce travel costs.

Table III.11 provides key information about the 10 regional offices, 18 district offices, and 5 resident investigator offices.

Table III.11: Key Characteristics of OAW and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OAW offices	OAW field offices	Field offices as a percentage of all OAW offices
Field offices		33	
FTE positions			
Authorized[a]	400	259	65
Used	357.83	247.53	69
On-board staff	339	243[b]	72
Total office costs	$31.2 million	$18.6 million	60
Rent/utility costs	$3 million	$1.3 million	43
Staff salary and benefit costs	$23.3 million	$14.1 million	61
Other costs[c]	4.9 million	$3.2 million	65

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

[29]These related laws include section 701 of the Civil Service Reform Act (5 U.S.C. 7120) and section 1017 of the Foreign Service Act (22 U.S.C. 4117).

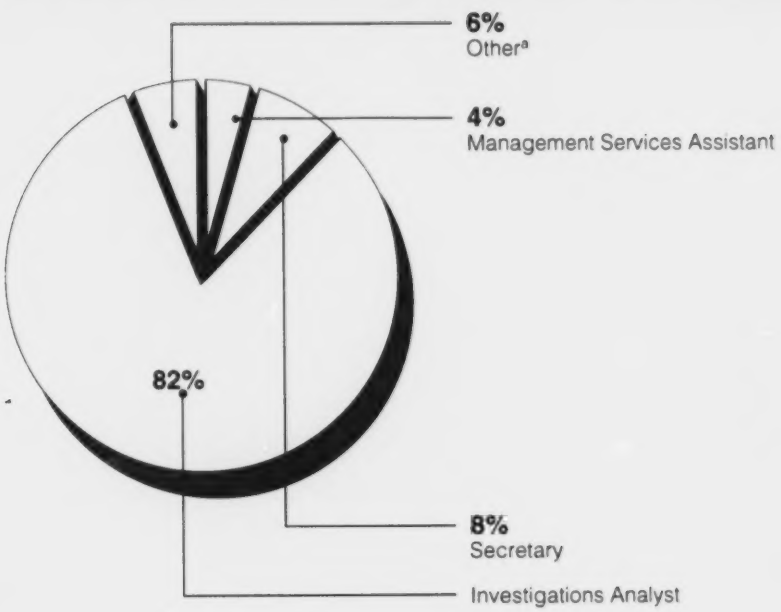
OAW's various field offices generally perform the following functions:

- Regional offices. A regional office directly supervises the operations of specific district and/or resident offices. A regional office also is staffed with investigators who conduct (1) civil and criminal investigations, particularly with regard to union officer elections and union funds embezzlement, and (2) investigative audits of unions.
- District offices. A district office is responsible for conducting OLMS' investigative work and providing public disclosure of reports that are in accordance with statutory requirements and guidance and assistance to labor organizations and others to promote compliance with the laws and requirements of the agency and the LMRDA.
- Resident investigative offices. Investigators in these 1- to 2-person offices carry out OAW's activities performed at the regional and district offices, but in selected locations. The offices typically have no on-site manager or clerical support person.

Staffing

OAW employed 2.3 percent of all Labor on-board field office staff in fiscal year 1995. OAW staff represented six different professional and administrative job categories. Investigations analysts made up over 80 percent of OAW's field office workforce (see fig. III.22). The remaining staff included auditors, computer clerks, and management assistants. Almost 80 percent of OAW's field office staff were frontline workers: GS-11s, -12s, and -13s. Staff at the GS-5 and -6 pay levels made up about 11 percent of OAW's field office workforce (see fig. III.23). About 2 percent of OAW's field staff were part-time employees.

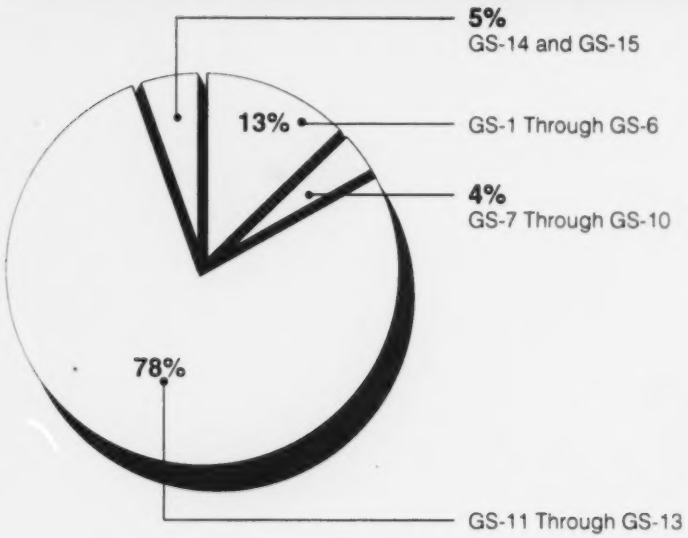
Figure III.22: Occupational Series for OAW Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as auditor, investigations clerk, and office automation clerk.

Figure III.23: Grade Levels for OAW Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

From 6 to 10 staff worked in 39 percent of the 33 U.S. localities with OAW staff (see table III.12). Generally, GS-12 investigations analysts provided the OAW presence in those localities with only one staff person.

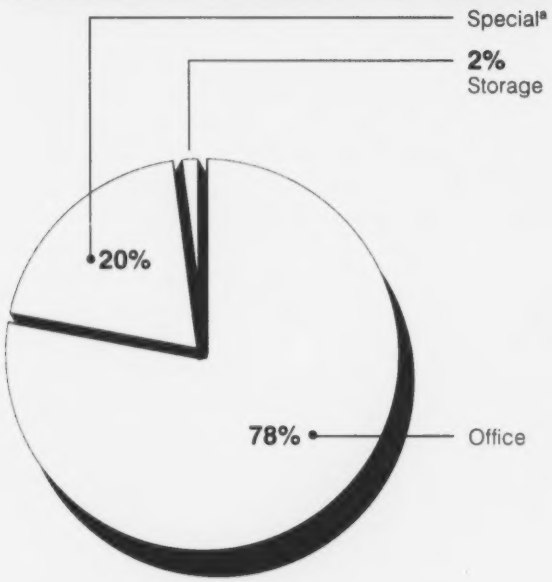
Table III.12: Number of U.S. Localities With OAW Staff, Fiscal Year 1995

Numbers of OAW staff	Number of different localities with OAW staff
1	4
2 to 5	8
6 to 10	13
11 to 20	8
21 to 30	0
Over 30	0
Total - 243	**33**

Space and Cost

According to GSA, OAW field offices occupied space in 38 buildings throughout the United States, totaling 67,465 square feet in fiscal year 1995. Of this total, 28,953 square feet was owned by GSA, and 38,512 square feet was leased from privately owned sources. OAW used 78 percent of this space for offices and the remainder for storage and other activities (see fig. III.24). At 31 of the 38 buildings OAW occupied in fiscal year 1995, other Labor components were also located at the same address.

Figure III.24: Space Usage for OAW Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, OAW field office space totaled 67,465 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

OAW field costs totaled $18.6 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were $1.3 million, which was 7 percent of total field office costs for OAW. Costs for staff salaries and benefits totaled $14.1 million and other costs totaled

$3.2 million, which were about 76 and 17 percent, respectively, of OAW's total field office costs.

Restructuring Plans/Activities

OAW is in the process of reorganizing to streamline field office management and operations. The target field structure consists of 20 field offices, some with resident investigative offices, divided into five geographic regions. The reorganization is expected to eliminate two and, in some instances, three layers of program review, significantly expand supervisory spans of control, and increase the number of resident investigative offices.

A GM-15 regional manager with redefined responsibilities will oversee each region.[30] Consolidation and restructuring will eliminate 5 GM-15 regional director, all 10 GM-14 deputy regional director, and 22 GM-13 supervisory investigator or district director positions.

District offices will be headed by a single manager, a GM-13 or GM-14 office director, except that the Washington, D.C., and New York offices will have two office managers—a district director and a supervisory investigator—because of the large numbers of international unions in those office jurisdictions and the resulting level of complex casework, including International Compliance Audit program cases. All but those two GM-13 supervisory investigator positions will be eliminated. Most GM-13 supervisory investigator positions and GM-13 district director positions in small offices will be converted to GS-13 senior investigator positions, and a number of additional such positions will be established. Senior investigators primarily will have case-related duties and will serve as team leaders and resource persons to other investigators. In offices without on-site managers, senior investigators will also serve as the local OAW representative. No senior investigator will have managerial functions. On-site manager positions will be eliminated in the Minneapolis district office and the Kansas City regional office.

The Puerto Rico and Honolulu offices will retain small investigator staffs without supervisory or clerical staff, but because of their relative geographic isolation, will continue to maintain statutorily required reports for public disclosure.

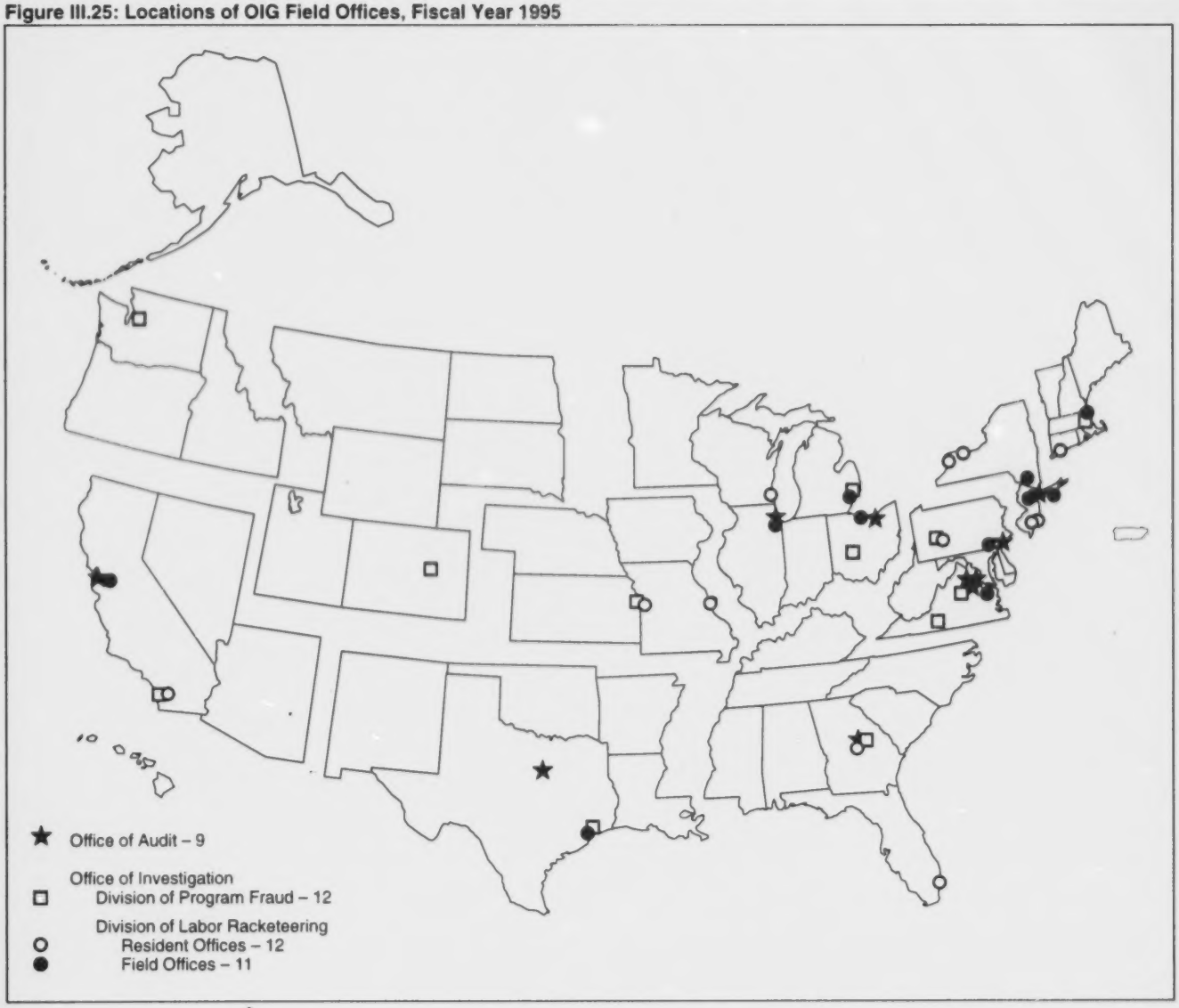
[30]The role of regional manager will be redesigned to encompass a broader leadership and oversight function and to incorporate some of the field program operations review functions now a responsibility of the national office. Each regional manager will be assisted in administrative, personnel, and general managerial functions.

Without eliminating OAW's presence in areas where offices now exist, including all Labor regional cities, the number of full-service regional and district offices will be reduced by converting a number of small offices to resident status without public report disclosure responsibilities. OAW will convert full-service offices in Houston, New Haven, Tampa, Miami, and Newark to resident investigative offices. OAW will continue to consider whether additional resident investigative offices are needed on the basis of workload, customer service needs, and travel cost reductions. These types of offices will be staffed with one or two investigators and will have no on-site mangers or clerical support, as is typical now among investigative resident offices.

Office of Inspector General

The Office of Inspector General (OIG) is responsible for providing comprehensive, independent, and objective audits and investigations to identify and report program deficiencies and improve the economy, efficiency, and effectiveness of Labor operations. The OIG is also responsible for ensuring employee and program integrity through prevention and detection of criminal activity, unethical conduct, and program fraud and abuse. The OIG provides Labor participation in investigations under the Department of Justice's Organize Crime Strike Force Program. The OIG fulfills its responsibilities through two major offices—Audit and Investigation—that are supported by 44 field offices (see fig. III.25).

Figure III.25: Locations of OIG Field Offices, Fiscal Year 1995


Office of Audit – 9
Office of Investigation
Division of Program Fraud – 12
Division of Labor Racketeering
Resident Offices – 12
Field Offices – 11

The primary mission of the Office of Audit is to conduct and supervise audits of (1) programs administered by Labor and (2) internal operations and activities. Two divisions within the Office of Investigation—Program

Fraud and Labor Racketeering—carry out the mission of this office. The primary responsibility of the Division of Program Fraud is to investigate allegations of fraud, waste, and abuse reported by any citizen or Labor program participant or employee. The Division of Labor Racketeering conducts investigations regarding employee benefit plans, labor-management relations, and internal union affairs.

The OIG conducts many of its mission-related activities at its field offices for several reasons. According to Labor, the Office of Audit's field structure provides the greatest oversight of Labor programs because it mirrors the Department's decentralized structure and minimizes travel costs. The field structure of the Division of Program Fraud was set up to be compatible with Labor's regional cities so that Program Fraud staff could have immediate access to Labor program managers. Because travel is substantial for Program Fraud staff due to the large geographic areas covered by Labor's many field offices and programs, Labor believes that establishing central field office locations in major cities provides the most economic travel possible. The Division of Labor Racketeering has offices in those cities that have historically had serious organized crime problems. Labor Racketeering agents, therefore, travel little because most of their work is in the cities where offices have been established.

Table III.13 provides key information about the 9 operating offices, 23 resident offices, and 11 field offices that support the OIG's operations.

Table III.13: Key Characteristics of the OIG and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OIG offices	OIG field offices	Field offices as a percentage of all OIG offices
Field offices		44	
FTE positions			
Authorized[a]	490	335	68
Used	461.99	304.22	66
On-board staff	461	312[b]	68
Total office costs	$50.5 million	$28.9 million	58
Rent/utility costs	$2.1 million	$1.8 million	86
Staff salary and benefit costs	$35.9 million	$23.8 million	67
Other costs[c]	$12.5 million	$3.1 million	25

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

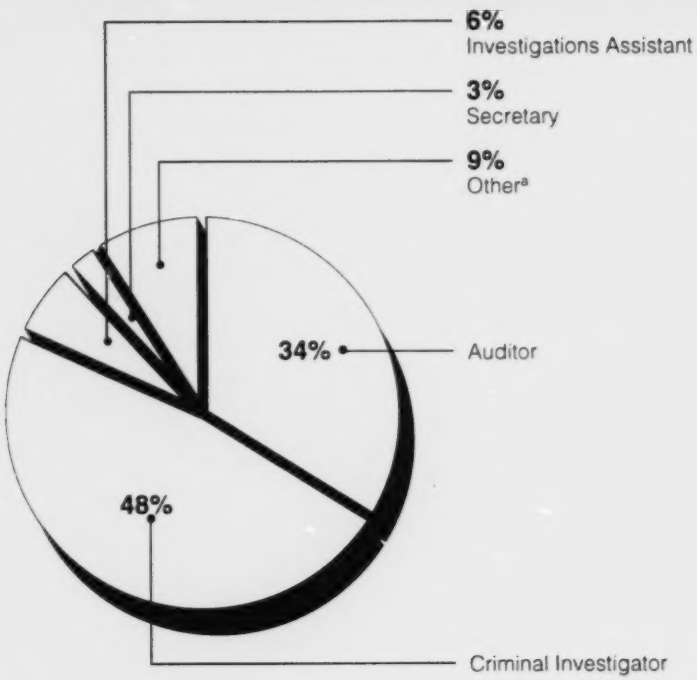
OIG's various field offices generally perform the following functions:

- Operating offices (Office of Audit). These offices lead and conduct economy and efficiency audits of Labor programs and assess the (1) financial management and performance measures of Labor programs, (2) program and financial results, and (3) organizations and operations of Labor grantees and contractors.
- Resident offices. Resident office staff examine fraud complaints reported on the hotline or in person. These types of offices are also staffed with labor racketeering investigators.
- Field offices. Field office staff develop and investigate labor racketeering cases in the largest organized crime centers in the United States and supervise the activities of investigators in selected resident offices.

Staffing

OIG staff represented 11 different professional and administrative job categories. Criminal investigators made up almost half of OIG's field office workforce (see fig. III.26). The remaining staff were auditors and other clerical and support staff. GS-11s, –12s, and –13s represented almost 66 percent of the OIG's field office workforce. Staff at the GS-5 and –6 pay levels constituted less than 6 percent of the OIG's field staff (see fig. III.27). Less than 2 percent of the OIG's total on-board staff worked part time.

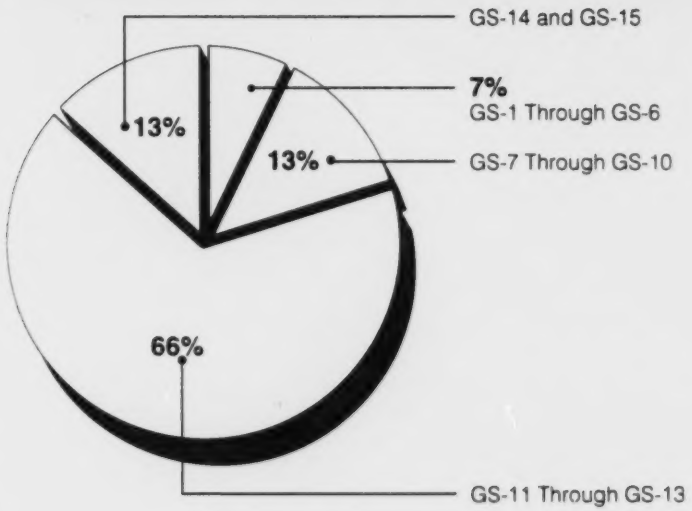
Figure III.26: Occupational Series for OIG Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as management services specialist, clerk, computer specialist, and audit assistant.

Figure III.27: Grade Levels for OIG Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

From 1 to 10 Labor staff represented the OIG in over 75 percent of the 28 U.S. localities with OIG staff (see table III.14). A GS-12 or –13 criminal investigator and a GS-7 investigator assistant provided the OIG presence in four localities with only one staff person. Four localities had over 30 OIG employees—these localities generally corresponded with the locations of the OIG's Office of Audit operating offices. In fiscal year 1995, the OIG maintained five field offices each in Washington, D.C., and New York.

Table III.14: Number of U.S. Localities With OIG Staff, Fiscal Year 1995

Numbers of OIG staff	Number of different localities with OIG staff
1	4
2 to 5	8
6 to 10	9
11 to 20	1
21 to 30	2
Over 30	4
Total - 312	**28**

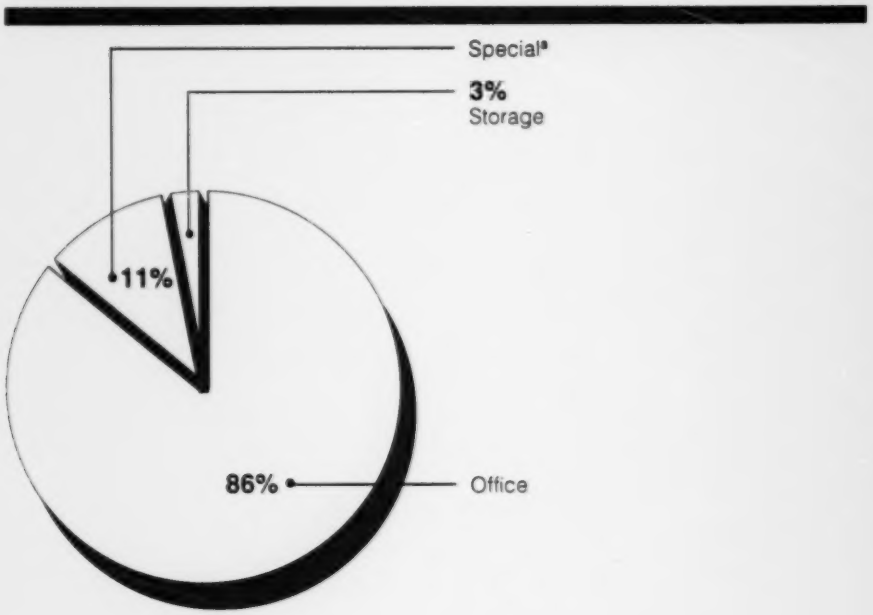
Space and Cost

According to GSA data, OIG field offices occupied space in 32 buildings throughout the United States in fiscal year 1995, totaling 79,977 square feet.[31] About 36,500 square feet of space was owned by GSA and 42,522 was leased from privately owned sources. OIG used 67,867 square feet for offices and the remainder for storage and other uses (see fig. III.28). At 24 of the 32 buildings OIG occupied in fiscal year 1995, other Labor components were also located at the same address.

Field office costs for the OIG totaled $28.9 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were $1.8 million, which was 6 percent of total field office costs for the OIG. Costs for staff salaries and benefits totaled $23.8 million and other costs totaled $3.1 million, which were about 82 and 11 percent, respectively, of the OIG's total field office costs.

[31]This square footage total does not include the estimated 9,656 square feet of space occupied by OIG's five Washington, D.C., field offices.

Figure III.28: Space Usage for OIG Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, OIG field office space totaled 78,997 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

Restructuring Plans/Activities

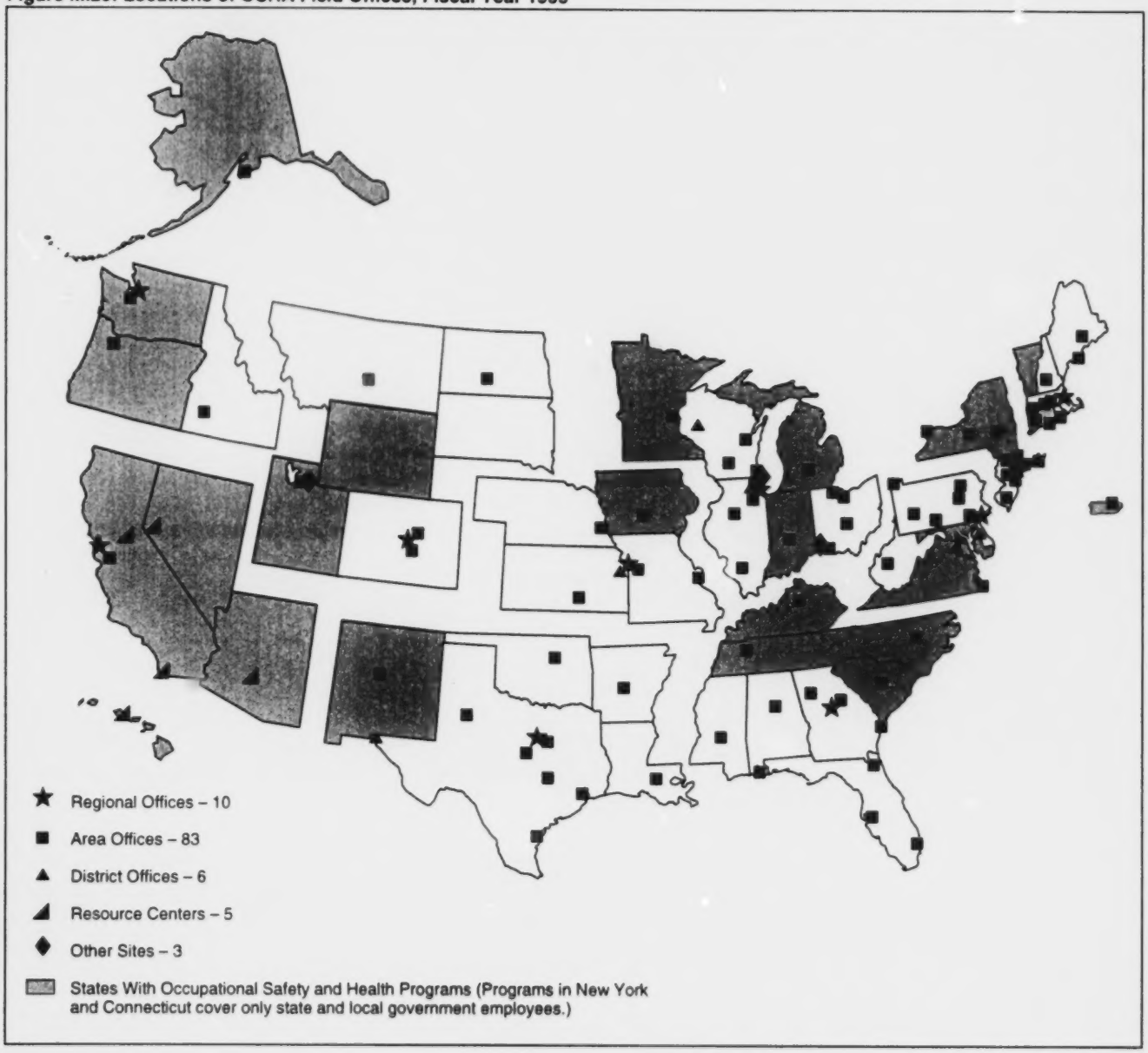
Plans to restructure OIG's entire field structure were in process in fiscal year 1995 resulting in the elimination of eight field offices in fiscal year 1996 and a realignment of management functions and fewer GM-15 positions. OIG will evaluate its Washington, D.C., field offices. In fiscal year 1996, OIG reorganized the five New York field offices and has not replaced any losses at one-person offices.

Occupational Safety and Health Administration

The primary mission of the Occupational Safety and Health Administration (OSHA) is to ensure a work environment for American workers that is free from safety and health hazards. Staff at the 107 field offices that support OSHA (1) inspect work places to ensure compliance with health and safety standards and (2) provide advice, assistance, and services to employers

and employees to prevent work place injuries and illnesses. OSHA field offices also provide technical assistance as needed to the 25 states with their own—yet federally approved—occupational safety and health programs. The field offices also monitor work place activities not covered by the state plans. Figure III.29 shows the locations of OSHA field offices. Among OSHA's field offices are a training facility, two laboratories, and five resource centers.

Figure III.29: Locations of OSHA Field Offices, Fiscal Year 1995


Regional Offices – 10
Area Offices – 83
District Offices – 6
Resource Centers – 5
Other Sites – 3
States With Occupational Safety and Health Programs (Programs in New York and Connecticut cover only state and local government employees.)

OSHA conducts most of its mission-related activities at its field offices for several reasons. According to OSHA officials, the field offices provide greater visibility and access to employers and employees and allow OSHA to locate staff with the necessary expertise near specific industries (such as the petrochemical companies in Houston, Texas). As part of its responsibility to monitor state occupational safety and health programs, OSHA maintains area offices in the state capitals of the 25 states with their own programs. In those states with no state occupational safety and health programs, OSHA attempts to establish field offices that are centrally located near large concentrations of industrial and other work sites. The location of OSHA area offices near industrial concentrations not only permits OSHA to effectively schedule and use staff and travel resources but also enables its staff to respond rapidly to accidents and imminent danger notifications. Finally, federal policy and other considerations have dictated that field offices be placed in certain central city locations.

Table III.15 provides key information about the 10 regional offices, 83 area offices, 6 district offices, 5 resource centers, 2 technical centers, and 1 training facility that compose OSHA's field office structure.

Table III.15: Key Characteristics of OSHA and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all OSHA offices	OSHA field offices	Field offices as a percentage of all OSHA offices
Field offices		107	
FTE positions			
Authorized[a]	2,323	1,895	82
Used	2,196.86	1,799.39	82
On-board staff	2,149	1,768[b]	82
Total office costs	$234 million	$146.3 million	63
Rent/utility costs	$10.77 million	$10.71 million	99
Staff salary and benefit costs	$136.9 million	$104.4 million	76
Other costs[c]	$86 million	$31.2 million	36

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

OSHA's various field offices generally perform the following functions:

- Regional offices. A regional office provides the guidance and administrative support for all of the other OSHA field offices operating in a particular region.
- Area offices and resource centers. An area office is organized geographically to serve as OSHA's primary link to employers and employees at local work sites. Staff stationed at these types of offices perform safety and health activities, such as routine work place inspections, and provide technical assistance to employers. They also document complaints about unsafe work place practices and respond to accidents and imminent danger notifications. Offices in OSHA's San Francisco region serve the same purpose but are identified as "resource centers" because they are organized functionally rather than geographically.
- District offices. A district office is a small outstation reporting to an area office. District offices provide safety and health services in geographic areas that are remote from an area office but have a concentration of work places.
- Technical centers. OSHA maintains these centers in Salt Lake City, Utah, and Cincinnati, Ohio. Their primary function is to analyze air and substance samples taken during work place inspections and to calibrate the equipment that the inspectors use.
- Training institute. This is a centrally located facility in Des Plaines, Illinois, used to train occupational safety and health personnel from OSHA, its state counterparts, and other federal safety and health professionals, as well as the public on a space-available basis.

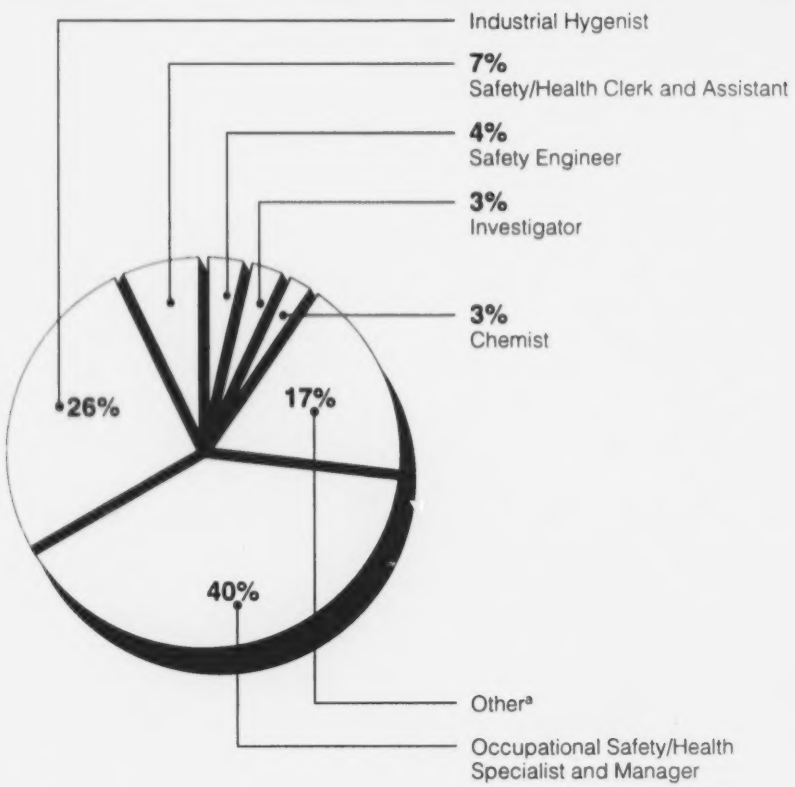
In fiscal year 1995, every state and territory had at least one OSHA field office except South Dakota, Vermont, Wyoming, and Guam (see fig. III.29). OSHA's field offices with the largest numbers of staff were in the federal region cities of Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle.

Staffing

OSHA employed about 17 percent of all Labor on-board field office staff in fiscal year 1995. OSHA staff represented almost 50 different professional and administrative job categories. Occupational safety and health managers/specialists and industrial hygienists made up approximately 66 percent of OSHA's field office workforce (see fig. III.30). The remaining staff included safety engineers; chemists; computer specialists; program analysts; accountants; and clerical workers, such as safety/health assistants and clerks, program analysts, and secretaries. Approximately 70 percent of OSHA's field office staff were at the GS-11, -12, and -13 grade levels. Staff at the GS-5 and -6 pay levels constituted about 13 percent of

OSHA's field office workforce (see fig. III.31). Less than 1 percent of OSHA's on-board staff in fiscal year 1995 worked part time.

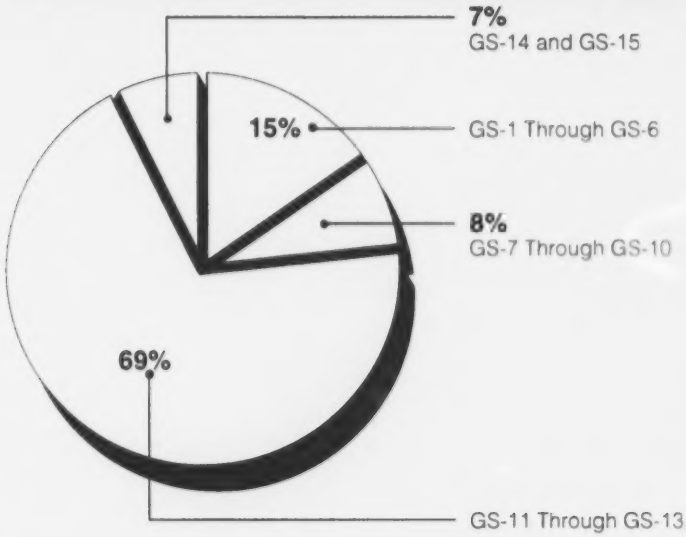
Figure III.30: Occupational Series for OSHA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Other job categories include safety technician, computer specialist, program analyst, and clerk typist.

Figure III.31: Grade Levels for OSHA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Less than 1 percent of OSHA field office staff were in the Senior Executive Service. Percentages shown are approximate because of rounding.

From 11 to 30 staff persons worked in 59 percent of the 97 U.S. localities with an OSHA presence (see table III.16). Thirteen localities—which generally represented the locations of OSHA's regional offices—had over 30 OSHA employees.

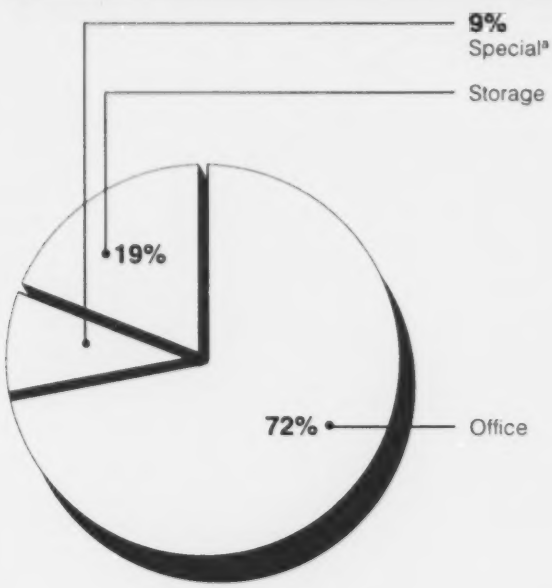
Table III.16: Number of U.S. Localities With OSHA Staff, Fiscal Year 1995

Numbers of OSHA staff	Number of different localities with OSHA staff
1	0
2 to 5	17
6 to 10	10
11 to 20	43
21 to 30	14
Over 30	13
Total - 1,768	**97**

Space and Cost

In fiscal year 1995, OSHA field offices occupied space in 115 buildings throughout the United States, totaling 550,535 square feet. Almost a third of the space (or 115,804 square feet) was owned by GSA, and almost 80 percent (or 434,731 square feet) was leased from privately owned sources. OSHA used about 72 percent of this space for offices and the remainder for storage and other activities (see fig. III.32). At 61 of the 115 buildings OSHA occupied in fiscal year 1995, other Labor components were located at the same address.

Figure III.32: Space Usage for OSHA Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, OSHA field office space totaled 550,535 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

Field office costs for OSHA totaled $146 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were $10.7 million, which was 7 percent of OSHA's total field office costs.

Costs for staff salaries and benefits totaled $104.4 million and other costs totaled $31 million, which were about 72 and 21 percent, respectively, of OSHA's total field office costs.

Restructuring Plans/Activities	None.

Pension and Welfare Benefits Administration

The primary mission of the Pension and Welfare Benefits Administration (PWBA) is to help protect the retirement and benefit security of America's workers as required under the Employee Retirement Income Security Act of 1974 (ERISA) (29 U.S.C. 1000 note) and the Federal Employees' Retirement System Act. PWBA is charged with ensuring the responsible management of nearly 1 million pension plans and 4.5 million health and welfare plans. It also manages a vast private retirement and welfare benefit system.

PWBA's major activities include evaluating and monitoring the operations of private sector pensions. PWBA conducts many of its mission-related activities through its 15 field offices (see fig. III.33). PWBA's field structure facilitates customer assistance to pension plan participants and beneficiaries in major metropolitan areas. Decisions about the number and location of PWBA field offices are based on several factors: the number of employee benefit plans in a locality, the locations of major financial centers, and the existing Labor administrative support structure.

Figure III.33: Locations of PWBA Field Offices, Fiscal Year 1995

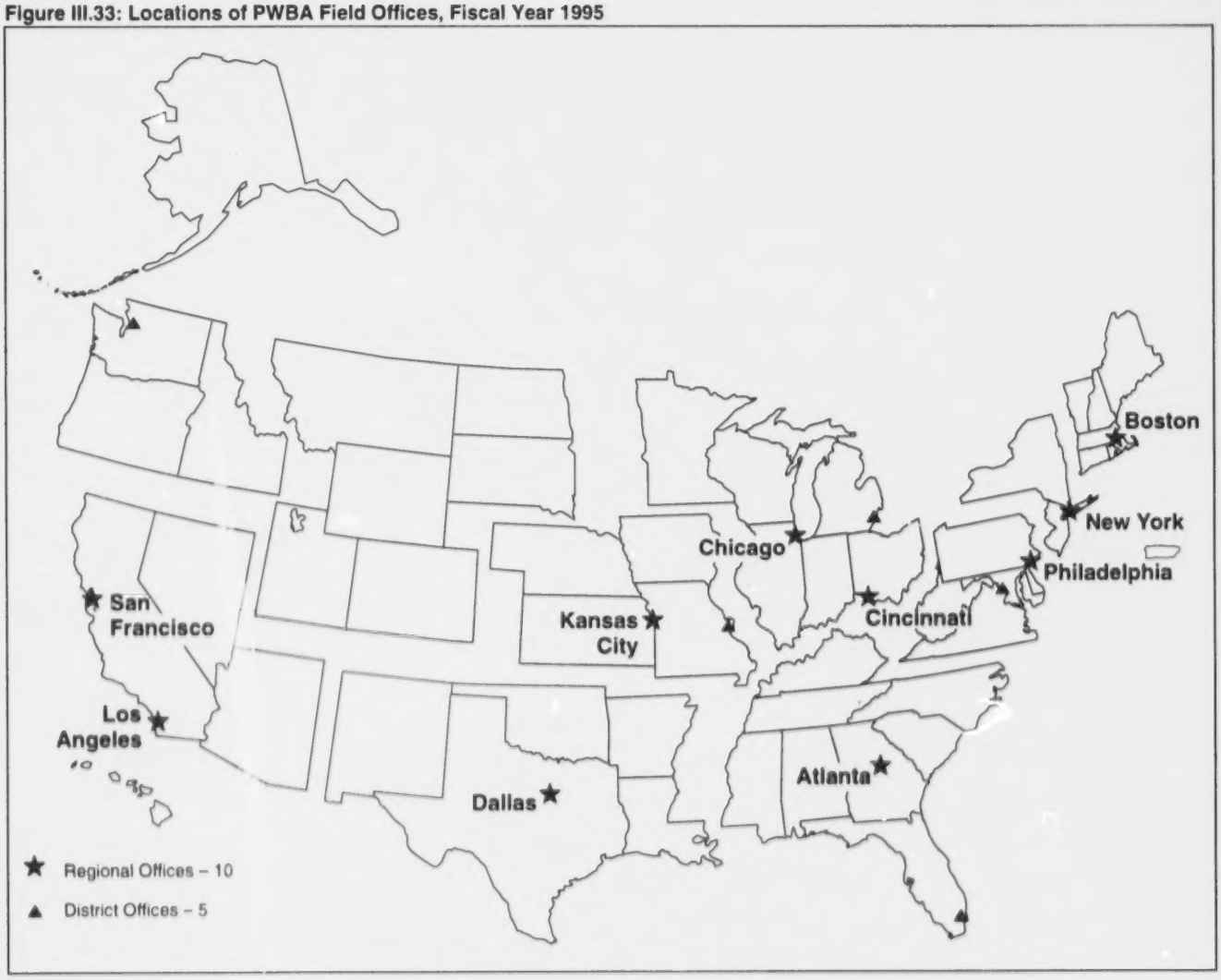


Table III.17 provides key information about PWBA's 10 regional offices and 5 district offices.

Table III.17: Key Characteristics of PWBA and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all PWBA offices	PWBA field offices	Field offices as a percentage of all PWBA offices
Field offices		15	
FTE positions			
Authorized[a]	621	391	63
Used	570.70	363.61	64
On-board staff	604	371[b]	61
Total office costs	$66.3 million	27.5 million	42
Rent/utility costs	$1.6 million	$1.6 million	95
Staff salary and benefit costs	$36.3 million	$21.8 million	60
Other costs[c]	$28.4 million	$4.1 million	14

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

PWBA's field offices generally perform the following functions:

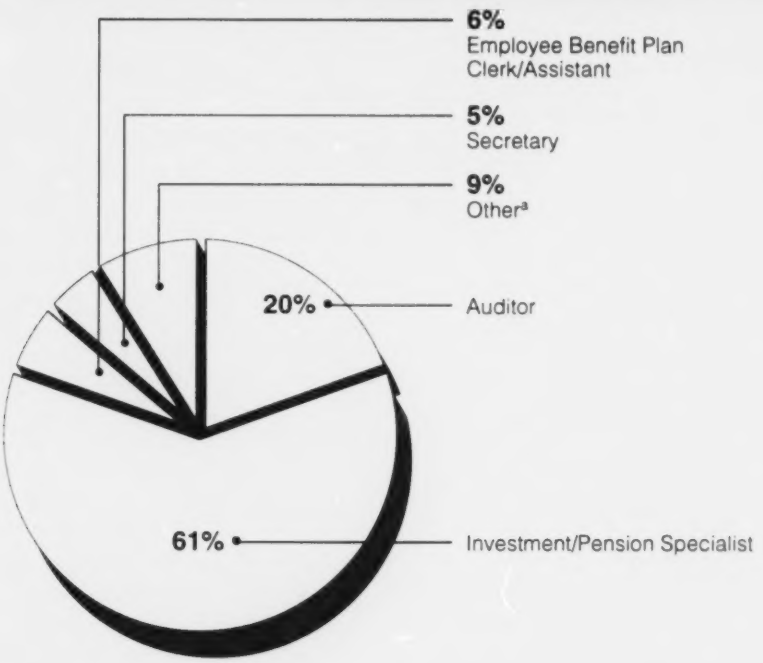
- Regional offices. These offices conduct investigations of employee benefit plans. When civil violations of title I of ERISA are found, the regional office staff seek voluntary corrections and or recommend and support litigation by SOL. Criminal investigations are conducted by staff at the direction of U.S. Attorneys' offices which litigate the criminal cases. Regional staff also provide assistance to employee benefit plan participants and professionals who contact the office with questions or complaints.
- District offices. A district office carries out the same enforcement and customer service functions as a regional office. District office staff are directly supervised by an affiliated regional office. District offices, which have smaller staffs, provide a physical presence in select regions that may be larger geographically. According to Labor, this minimizes the travel time of investigators who conduct on-site investigations as well as provide a presence in additional metropolitan areas.

Staffing

PWBA staff represented 11 different professional and administrative job categories. Over 80 percent of PWBA's field office workforce was composed of investment/pension specialists and auditors (see fig. III.34). The remaining staff were in job categories that included employee benefit plan

clerk or assistant, secretary, and computer specialist. Sixty-two percent of PWBA's field office staff were in grades GS-11 through -13. Staff at the GS-5 and -6 pay levels constituted about 10 percent of PWBA's field office workforce (see fig. III.35). Less than 3 percent of PWBA total on-board staff worked part time.

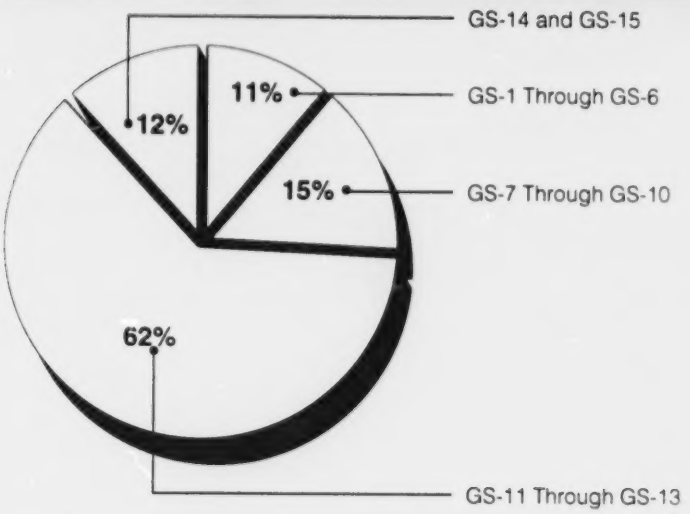
Figure III.34: Occupational Series for PWBA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as computer specialist, office apprenticeship clerk, and student trainee.

Figure III.35: Grade Levels for PWBA Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Less than 1 percent of PWBA field office staff were in the Senior Executive Service. Percentages shown are approximate because of rounding.

Table III.18 shows that six or more staff persons provided a PWBA presence in 15 U.S. localities. Localities with 21 or more PWBA staff generally represented the component's regional offices in these areas.

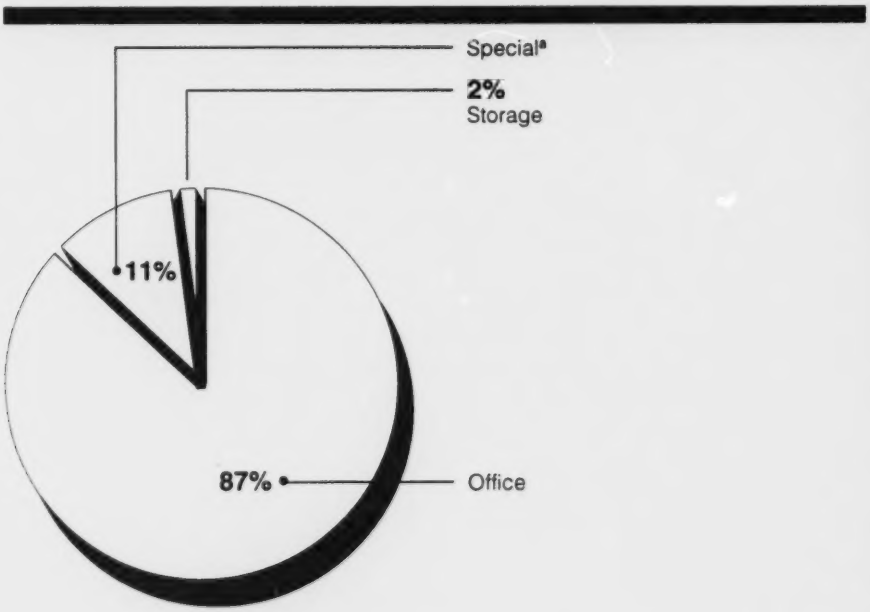
Table III.18: Number of U.S. Localities With PWBA Staff, Fiscal Year 1995

Numbers of PWBA staff	Number of different localities with PWBA staff
1	0
2 to 5	0
6 to 10	1
11 to 20	4
21 to 30	5
Over 30	5
Total - 371	**15**

Space and Cost

In fiscal year 1995, PWBA field offices occupied space in 17 buildings throughout the United States, totaling 75,129 square feet.[32] GSA owned 9,068 square feet of this space, and 66,061 square feet were leased from private sources. According to GSA, PWBA used 65,321 square feet of its space in the field for offices and the remainder for storage and other purposes—such as conference and training activities and food service (see fig. III.36). At 12 of the 17 buildings PWBA occupied in fiscal year 1995, other Labor components were also located at the same address.

Figure III.36: Space Usage for PWBA Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, PWBA field office space totaled 75,129 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

PWBA field office costs totaled $27.5 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were

[32]This square footage total does not include PWBA's Washington, D.C., field office, which, according to Labor, occupies 2,273 square feet of space.

$1.6 million, which was about 6 percent of total field office costs for PWBA. Costs for staff salaries and benefits totaled $21.8 million, and other costs totaled $4.1 million, which were about 79 and 15 percent, respectively, of PWBA's total field office costs.

Restructuring Plans/Activities

None.

Veterans' Employment and Training Service

The Veterans' Employment and Training Service (VETS) is responsible for administering veterans' employment and training programs and activities to ensure that legislative and regulatory mandates are accomplished. Its primary mission is to help veterans, reservists, and National Guard members to secure employment and their associated rights and benefits through existing programs and the coordination and implementation of new programs. VETS strives to ensure that these programs are consistent with the changing needs of employees and the eligible veteran population.

VETS conducts much of its mission-related activities from 108 field offices (see fig. III.37) for several reasons. According to Labor, the field offices are strategically located to minimize travel costs as well as to facilitate interagency liaisons and communications. With VETS' field offices located in 80 percent of America's 100 largest cities, field staff are close to employers, which helps to prevent reemployment rights claims and, when claims are made, facilitates their resolution. Field offices also allow VETS staff to perform monitoring and technical assistance activities more effectively and efficiently with reduced travel costs.

Figure III.37: Locations of VETS Field Offices, Fiscal Year 1995

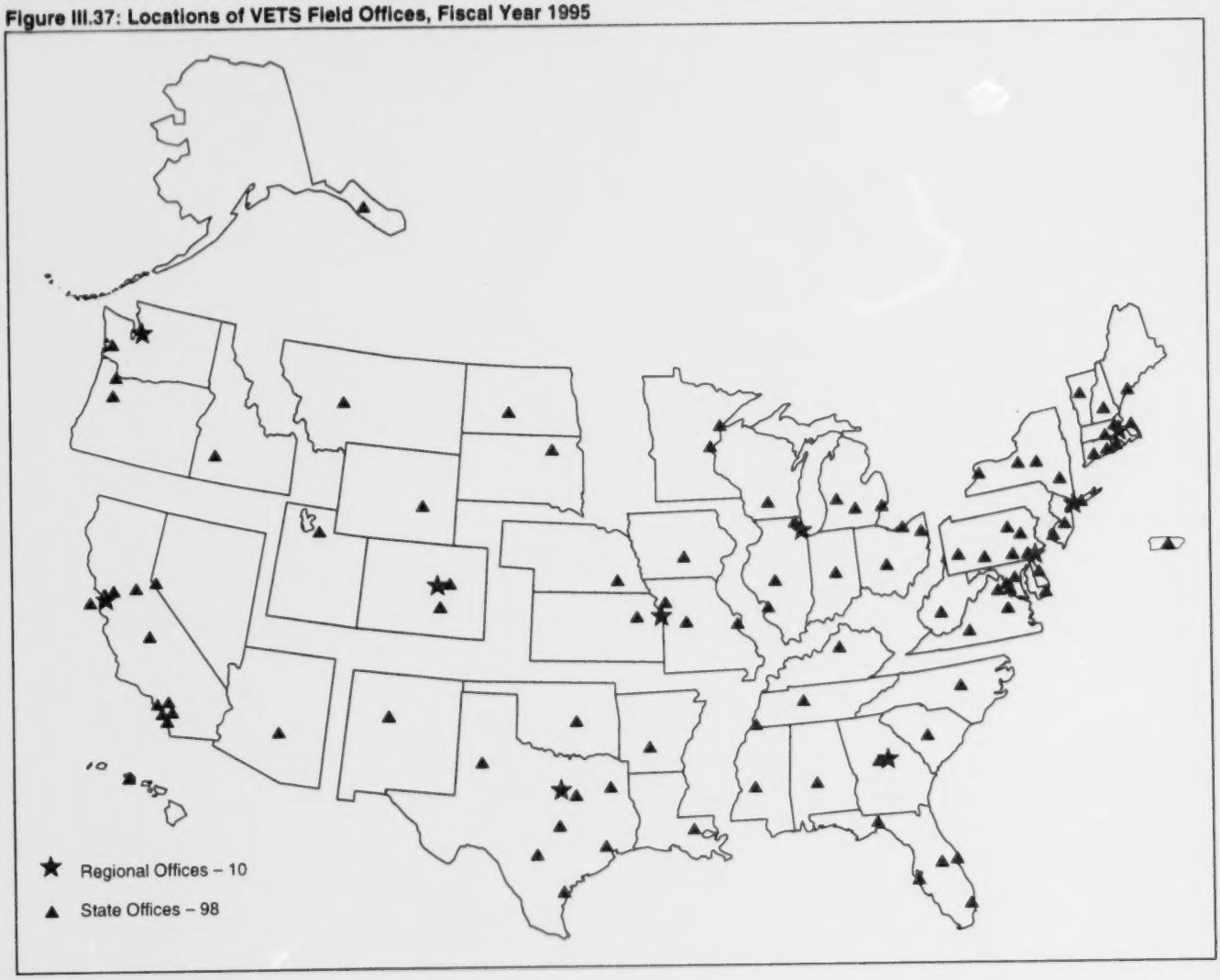


Table III.19 provides key information about the 10 regional offices and 98 state offices that compose VETS' field structure.

Table III.19: Key Characteristics of VETS and Its Field Operations, Fiscal Year 1995

Characteristics	Total, all VETS offices	VETS field offices	Field offices as a percentage of all VETS offices
Field offices		108	
FTE positions			
Authorized[a]	272	238	88
Used	258.67	220.58	85
On-board staff	250	218[b]	87
Total office costs	$24 million	$16.7 million	71
Rent/utility costs	$800,000[c]	$289,839[d]	37
Staff salary and benefit costs	$16.1 million	$13.4 million	83
Other costs[e]	$7 million	$3 million	43

[a]Fiscal year 1995 authorized ceiling.

[b]On the basis of data from Labor's personnel management information system and input from component officials through OASAM.

[c]We were unable to identify this cost using GSA data; Labor provided this cost estimate.

[d]Excludes the VETS field office in Washington, D.C.

[e]Excludes some communications and miscellaneous costs incurred in fiscal year 1995.

In fiscal year 1995, VETS maintained regional offices in each of the federal region cities: Boston, New York, Philadelphia, Atlanta, Chicago, Dallas, Kansas City, Denver, San Francisco, and Seattle. In addition, VETS had a field office presence in every state—sometimes with as many as seven offices per state, such as Texas.

VETS' field offices generally perform the following functions:

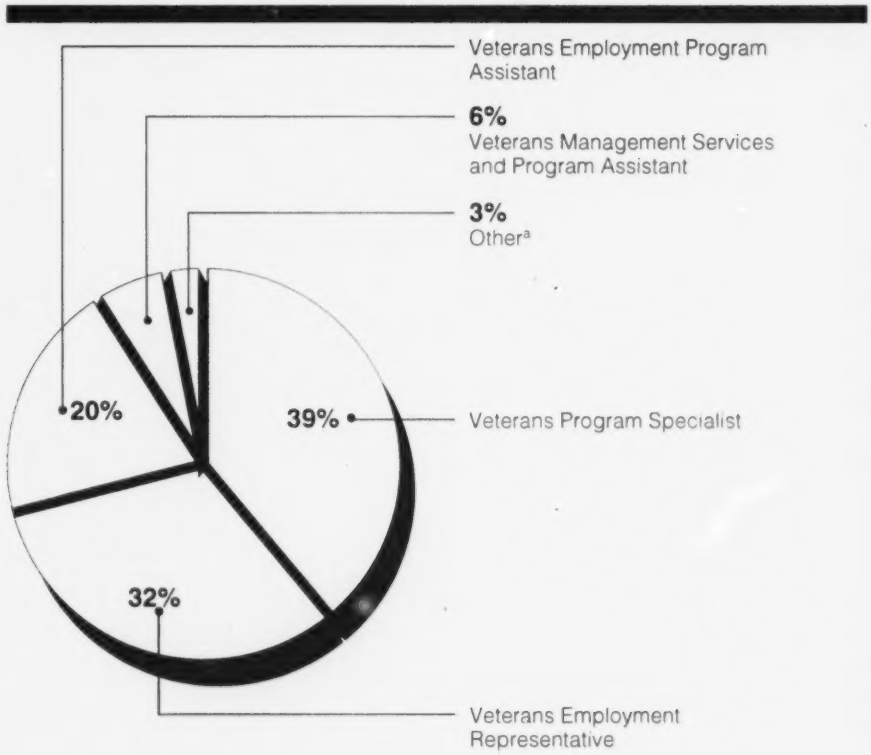
- Regional offices. Regional office staff primarily (1) resolve claims made by veterans, reservists, and National Guard members when their reemployment rights have been denied by their civilian employers, (2) evaluate compliance by state employment security agency offices with veterans' services requirements as dictated by federal regulations through on-site visits; (3) and monitor the performance of VETS' grantees.
- State offices. State office staff work closely with and provide technical assistance to state employment security agencies and Job Training Partnership Act grant recipients to ensure that veterans are provided the priority services required by law. They also coordinate with employers, labor unions, veterans service organizations, and community organizations

through planned public information and outreach activities. In addition, they give federal contractors management assistance in complying with their veterans affirmative action and reporting obligations.

Staffing

VETS staff represented five different professional and administrative job categories. Veterans employment representatives and program specialists made up approximately 70 percent of VETS' field office work force (see fig. III.38). The remaining staff included veterans reemployment rights compensation specialists, clerks, and other support staff. Approximately 42 and 25 percent of VETS's field office staff were GS-12s and –13s, respectively. Staff at the GS-5 and –6 pay levels constituted about 24 percent of VETS' field office workforce (see fig. III.39). Less than 1 percent of VETS' on-board staff worked part time.

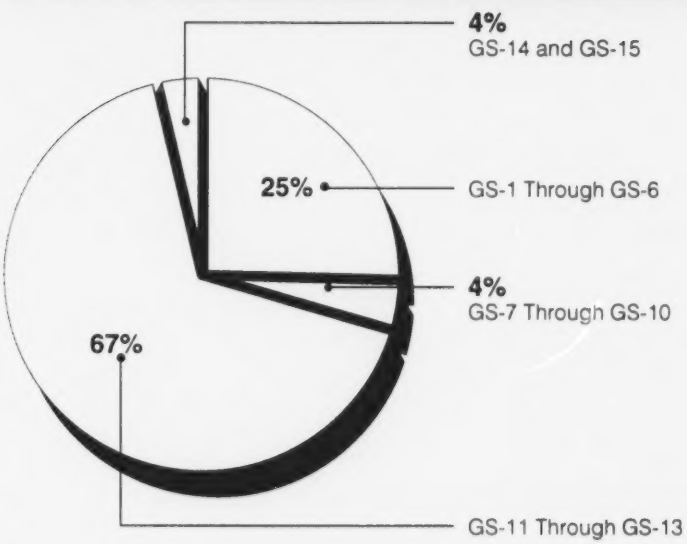
Figure III.38: Occupational Series for VETS Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

[a]Includes job categories such as secretary, office automation clerk, and veterans reemployment rights compensation specialist.

Figure III.39: Grade Levels for VETS Field Office Staff, Fiscal Year 1995



Note: This analysis used information for on-board staff as of September 30, 1995, contained in Labor's personnel management information system. Percentages shown are approximate because of rounding.

From one to five VETS staff were located in 83 localities, and about 38 percent of these locations were staffed by one person. Generally, GS-12 veterans employment representatives provided the VETS presence in the localities with only one person. No single locality had more than 10 VETS staff stationed there (see table III.20).

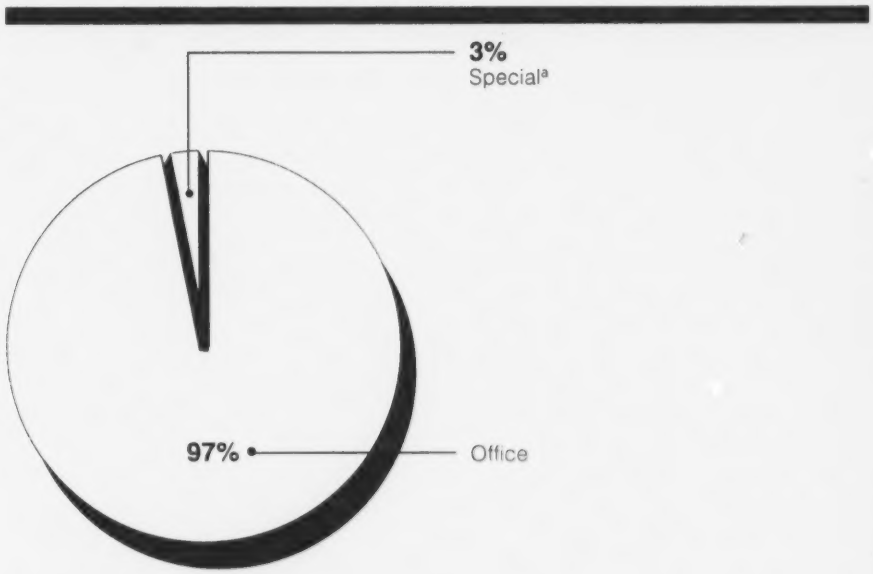
Table III.20: Number of U.S. Localities With VETS Staff, Fiscal Year 1995

Numbers of VETS staff	Number of different localities with VETS staff
1	34
2 to 5	49
6 to 10	7
11 to 20	0
21 to 30	0
Over 30	0
Total - 218	**90**

Space and Cost

In fiscal year 1995, VETS field offices occupied space in 13 buildings throughout the United States, totaling 12,811 square feet.[33] GSA owned 5,634 square feet of VETS field office space, and 7,177 square feet were leased from private sources. VETS used 12,423 square feet of its total field space for offices and the remainder for other uses (see fig. III.40). At 11 of the 13 buildings VETS occupied in fiscal year 1995, other Labor components were also located at the same address.

Figure III.40: Space Usage for VETS Field Offices, Fiscal Year 1995



Note: On the basis of GSA data, VETS field office space totaled 12,811 square feet in fiscal year 1995.

[a]Includes areas used for activities such as laboratory work, food service, automatic data processing, conferences, and training.

Field office costs for VETS totaled $16.7 million in fiscal year 1995. These costs included rent and utilities; staff salaries and benefits; and other costs, such as equipment, supplies, and materials. Rent and utility costs were about $289,839, which was 2 percent of VETS' total field office costs.

[33]According to Labor, many VETS staff occupy space in state-owned buildings at no charge to Labor. We could not estimate the amount and cost of this type of space because neither GSA nor Labor maintains data on state buildings. Also, this square footage total does not include the approximately 450 square feet of space occupied by VETS' Washington, D.C., field office.

Costs for staff salaries and benefits totaled $13.4 million, and other costs totaled $3 million, which were 80 and 18 percent, respectively, of VETS' total field office costs.

Restructuring Plans/Activities

VETS is awaiting congressional approval to reduce the number of field offices that support its operations. VETS has also reduced staff through attrition.

Department of Education Field Offices and Staff by Locality, Fiscal Year 1995

	OCR		OIG		OIIA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region I total	**1**	**50**	**1**	**13**	**1**	**6**
Connecticut						
Maine						
Massachusetts						
Boston	1	50	1	13	1	6
New Hampshire						
Rhode Island						
Vermont						
Federal Region II total	**1**	**48**	**2**	**24**	**1**	**4**
New Jersey						
New York						
New York	1	48	1	19	1	4
Puerto Rico			1	5		
Virgin Islands						
Federal Region III total	**1**	**61**	**4**	**44**	**1**	**3**
Delaware						
District of Columbia			2	24		
Maryland						
Pennsylvania						
Philadelphia	1	61	1	15	1	3
Pittsburgh			1	5		
Virginia						
West Virginia						
Federal Region IV total	**1**	**102**	**3**	**32**	**1**	**6**
Alabama						
Florida						
Plantation			1	8		
Georgia						
Atlanta	1	102	1	20	1	6
Kentucky						
Mississippi						
North Carolina						
South Carolina						

OM		OPE		OSERS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
1	**1**	**1**	**22**	**1**	**10**	**6**	**102**
1	1	1	22	1	10	6	102
1	**1**	**1**	**45**	**1**	**10**	**7**	**132**
1	1	1	45	1	10	6	127
						1	5
1	**1**	**1**	**33**	**1**	**6**	**9**	**148**
						2	24
1	1	1	33	1	6	6	119
						1	5
1	**6**	**1**	**129**	**1**	**10**	**8**	**285**
						1	8
1	6	1	129	1	10	6	273

(continued)

	OCR		OIG		OIIA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Tennessee						
Nashville			1	4		
Federal Region V total	**2**	**95**	**2**	**34**	**1**	**4**
Illinois						
Chicago	1	68	1	28	1	4
Indiana						
Michigan						
Minnesota						
St. Paul			1	6		
Ohio						
Cleveland	1	27				
Wisconsin						
Federal Region VI total	**1**	**74**	**3**	**32**	**1**	**5**
Arkansas						
Louisiana						
Baton Rouge			1	7		
New Mexico						
Oklahoma						
Texas						
Austin			1	7		
Dallas	1	74	1	18	1	5
Federal Region VII total	**1**	**50**	**1**	**17**	**1**	**5**
Iowa						
Kansas						
Kansas City	1	50	1	17	1	5
Missouri						
Nebraska						
Federal Region VIII total	**1**	**43**	**1**	**9**	**1**	**5**
Colorado						
Denver	1	43	1	9	1	5
Montana						
North Dakota						
South Dakota						
Utah						
Wyoming						

OM		OPE		OSERS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
						1	4
1	**4**	**1**	**116**	**1**	**8**	**8**	**261**
1	4	1	116	1	8	6	228
						1	6
						1	27
1	**1**	**1**	**49**	**1**	**8**	**8**	**169**
						1	7
						1	7
1	1	1	49	1	8	6	155
1	**1**	**1**	**32**	**1**	**8**	**6**	**113**
1	1	1	32	1	8	6	113
1	**1**	**1**	**27**	**1**	**5**	**6**	**90**
1	1	1	27	1	5	6	90

(continued)

	OCR		OIG		OIIA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region IX total	1	74	3	28	1	5
Arizona						
California						
Los Angeles			1	10		
Sacramento			1	8		
San Francisco	1	74	1	10	1	5
Guam						
Hawaii						
Nevada						
Federal Region X total	**1**	**41**	**1**	**4**	**1**	**4**
Alaska						
Idaho						
Oregon						
Washington						
Seattle	1	41	1	4	1	4
U.S. total	11	638	21	237	10	47

OM		OPE		OSERS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
1	4	1	113	1	6	8	230
						1	10
						1	8
1	4	1	113	1	6	6	212
1	**2**	**1**	**24**	**1**	**4**	**6**	**79**
1	2	1	24	1	4	6	79
10	22	10	590	10	75	72	1,609

Department of Labor Field Offices and Staff by Locality, Fiscal Year 1995

Table V.1: Total Labor Field Offices and Staff by Federal Region

	DM		BLS		ESA		ETA	
Federal Region	**Ofcs**	**Staff**	**Ofcs**	**Staff**	**Ofcs**	**Staff**	**Ofcs**	**Staff**
I	6	75	1	65	19	164	10	66
II	6	93	1	109	30	324	8	83
III	8	146	1	101	54	378	16	103
IV	7	116	1	134	91	578	22	119
V	7	136	1	162	64	434	34	123
VI	6	87	1	98	53	335	14	80
VII	5	58	1	93	18	142	13	62
VIII	4	35	0	17	17	110	9	54
IX	8	96	1	134	35	421	12	90
X	5	29	0	16	15	134	8	55
Total	**62**	**871**	**8**	**929**	**396**	**3,020**	**146**	**835**

MSHA		OAW		OIG		OSHA		PWBA		VET		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
1	8	2	16	4	15	10	162	1	44	10	19	64	634
3	25	5	31	7	58	13	249	1	39	9	19	83	1,030
46	888	3	38	10	51	12	178	2	35	16	23	168	1,941
36	470	5	28	4	49	14	236	3	73	14	33	197	1,836
20	207	7	59	7	49	19	368	2	46	14	37	175	1,621
15	79	3	16	3	33	13	221	1	25	12	22	121	996
4	31	2	22	3	13	7	105	2	38	7	13	62	577
17	290	1	6	1	6	7	150	0	0	8	17	64	685
8	58	5	22	4	29	7	52	2	59	12	22	94	983
5	31	1	6	1	9	5	47	1	12	6	13	47	352
155	**2,087**	**34**	**244**	**44**	**312**	**107**	**1,768**	**15**	**371**	**108**	**218**	**1,075**	**10,655**

Table V.2: Federal Region I

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region I total	**6**	**75**	**1**	**65**	**19**	**164**	**10**	**66**
Connecticut	0	0	0	4	3	26	1	1
Bridgeport								
Hartford			0[a]	2	2	22	1	1
New Haven					1	4		
Norwalk			0	2				
Wethersfield								
Maine	0	0	0	2	2	5	1	2
Augusta			0[a]	2			1	2
Bangor					1	2		
Lewiston								
Portland					1	3		
Massachusetts	6	75	1	59	10	116	4	59
Boston	6	75	1	56	7	105	2	58
Braintree								
Holyoke								
Hyannis					1	1		
Methuen								
Springfield			0[a]	3	1	2	1	0[b]
Taunton					1	8		
Waltham								
Worcester							1	1
New Hampshire	0	0	0	0	2	8	2	1
Concord							2	1
Laconia					1	1		
Manchester					1	7		
Rhode Island					1	6	1	1
Providence					1	6	1	1
Vermont	0	0	0	0	1	3	1	2
Burlington					1	3	1	2
Montpelier								

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MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
1	**8**	**2**	**16**	**4**	**15**	**10**	**162**	**1**	**44**	**10**	**19**	**64**	**634**
0	0	1	5	1	1	2	27	0	0	2	3	10	67
						1	12			1	1	2	13
						1	15				1	4	41
		1	5	1	1							3	10
												0	2
										1	1	1	1
0	0	0	0	0	0	2	27	0	0	1	2	6	38
						1	9					2	13
						1	18					2	20
										1	2	1	2
												1	3
0	0	1	11	3	14	4	79	1	44	4	9	34	466
		1	11	2	7	1	25	1	44	2	7	23	388
						1	21					1	21
										1	1	1	1
												1	1
						1	17					1	17
						1	16					3	21
										1	1	2	9
				1	7							1	7
												1	1
1	8	0	0	0	0	1	15	0	0	1	2	7	34
						1	15			1	2	4	18
												1	1
1	8											2	15
						1	14			1	1	4	22
						1	14			1	1	4	22
0	0	0	0	0	0	0	0	0	0	1	2	3	7
												2	5
										1	2	1	2

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office to be closed.

Table V.3: Federal Region II

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region II total	**6**	**93**	**1**	**109**	**30**	**324**	**8**	**83**
New Jersey	1	12	0	0	5	55	2	7
Atlantic City					1	2		
Avenel								
Camden	1	12			1	2		
Hasbrouck Heights								
Iselin							2	7
Lawrenceville					1	17		
Marlton								
Mountainside					1	31		
Newark								
Parsippany								
Trenton					1	3		
New York	5	81	1	109	21	248	6	75
Albany					2	17	1	2
Bayside								
Binghamton					1	1		
Buffalo			0[a]	2	2	26	1	0[b]
Garden City					1	18		
Geneva								
Glenmont								
Long Island					1	24		
Massena			0[a]	3				
Middletown					1	1		
New York	5	81	1	98	8	149	2	72
Newburg								
Poughkeepsie			0[a]	3	1	3		
Rochester					1	3	1	1
Syracuse			0[a]	3	1	3	1	0[b]
Tarrytown								
Utica					1	1		
White Plains					1	2		
Puerto Rico	0	0	0	0	4	21	0	1
Arecibo					1	2		
Hato Rey-San Juan					1	16	0[c]	1
Mayaguez					1	1		
Ponce					1	2		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
3	**25**	**5**	**31**	**7**	**58**	**13**	**249**	**1**	**39**	**9**	**19**	**83**	**1,030**
0	0	1	7	2	13	4	78	0	0	2	4	17	176
				1	4							2	6
						1	23					1	23
										1	1	3	15
						1	16					1	16
		1	7									3	14
												1	17
						1	19					1	19
												1	31
				1	9							1	9
						1	20					1	20
										1	3	2	6
2	19	3	20	5	45	8	165	1	39	6	13	58	814
		1	1			1	21			1	3	6	44
						1	20					1	20
												1	1
		1	8	1	2	1	22			1	2	7	62
												1	18
1	8											1	8
1	11											1	11
						1	17					2	41
												0	3
												1	1
		1	11	2	39	2	50	1	39	2	6	24	545
				1	3							1	3
												1	6
				1	1							3	5
						1	18			1	1	4	25
						1	17					1	17
										1	1	2	2
												1	2
1	6	1	4	0	0	1	6	0	0	1	2	8	40
												1	2
1	6	1	4			1	6			1	2	5	35
												1	1

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office to be closed.

[c]Outstationed staff working out of home.

Table V.4: Federal Region III

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region III total	**8**	**146**	**1**	**101**	**54**	**378**	**16**	**103**
Delaware	0	0	0	0	1	2	1	1
Newark								
Wilmington					1	2	1	1
District of Columbia					2	19		1
Maryland	0	0	0	12	6	30	1	3
Baltimore			0[a]	12	3	21	1	3
Hagerstown					1	1		
Hyattsville					1	7		
Oakland								
Salisbury					1	1		
Wheaton								
Pennsylvania	6	118	1	79	24	245	10	90
Allentown					1	2		
Altoona					1	1		
Bruceton								
Carrolltown								
Clearfield								
Cranberry Township								
Erie					1	2	1	2
Greensburg					2	20		
Harrisburg					1	3	2	3
Hermitage			0[a]	1				
Indiana					1	1		
Johnstown			0[a]	3	1	43		
Kittaning								
Lancaster			0[a]	2	1	1		
Monroeville								
New Stanton								
Philadelphia	5	101	1	61	7	120	3	80
Pittsburgh	1	17	0[a]	7	2	30	2	3
Pottsville								
Reading					1	1		
Scranton			0[a]	2	1	1		
Shamokin								
Washington								

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
46	**888**	**3**	**38**	**10**	**51**	**12**	**178**	**2**	**35**	**16**	**23**	**168**	**1,941**
0	0	0	0	0	0	1	6	0	0	1	2	4	11
										1	2	1	2
						1	6					3	9
		1	17	5	5	1	7	1	12	1	2	11	63
1	8	0	0	0	0	1	6	0	0	3	3	12	62
						1	6			1	2	6	44
												1	1
												1	7
1	8											1	8
										1	1	2	2
										1	0[b]	1	0
19	348	2	21	4	45	7	136	1	23	7	10	81	1,115
						1	19			1	1	3	22
												1	1
1	102											1	102
1	10											1	10
1	8											1	8
2	28											2	28
						1	12					3	16
												2	20
						1	20			1	2	5	28
												0	1
1	19											2	20
2	22											3	68
1	15											1	15
												1	3
2	11											2	11
1	28											1	28
		1	7	2	41	2	50	1	23	2	5	24	488
		1	14	2	4	1	20			1	1	10	96
1	10											1	10
												1	1
										1	1	2	4
1	7											1	7
1	23											1	23

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Waynesburg								
Weatherly			0[a]	1				
West Chester					1	2		
Wilkes-Barre					2	17	1	1
Williamsport			0[a]	2				
Wyomissing							1	1
York					1	1		
Virginia	2	28	0	10	9	43	2	4
Arlington	1	20	0[a]	5				
Charlottesville								
Fairfax								
Falls Church					1	3		
Grundy								
Lynchburg					1	1		
Newport News	1	8						
Norfolk			0[a]	2	2	16		
Norton					1	0[c]		
Richlands								
Richmond			0	3	2	20	2	4
Roanoke					1	2		
Waynesboro					1	1		
West Virginia	0	0	0	0	12	39	2	4
Beckley					2	2		
Bluefield					1	1		
Charleston					2	22	1	3
Clarksburg					1	1	1	1
Elkins					1	0[c]		
Fairmont								
Huntington					1	2		
Logan					1	1		
Madison								
Morgantown					1	0[c]		
Mount Carbon								
Mount Hope								
Parkersburg					1	10		
Pineville								
Princeton								
Summersville								

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
1	19											1	19
												0	1
												1	2
2	34					1	15					6	67
												0	2
1	12											2	13
										1	0[b]	2	1
7	147	0	0	1	1	1	6	0	0	3	4	25	243
												1	25
1	6											1	6
										1	0[b]	1	0
												1	3
1	11											1	11
												1	1
												1	8
						1	6					3	24
3	83											4	83
2	47											2	47
										1	3	5	30
				1	1					1	1	3	4
												1	1
19	385	0	0	0	0	1	17	0	0	1	2	35	447
2	3											4	5
												1	1
						1	17			1	2	5	44
1	13											3	15
												1	0
2	18											2	18
												1	2
1	29											2	30
2	31											2	31
2	57											3	57
1	10											1	10
3	81											3	81
												1	10
2	27											2	27
1	24											1	24
1	16											1	16

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Triadelphia								
Uneeda					1	0[c]		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
1	76											1	76
												1	0

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office to be closed.

[c]Office served by "circuit rider" or mobile employee from district office.

Table V.5: Federal Region IV

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region IV total	**7**	**116**	**1**	**134**	**91**	**578**	**22**	**119**
Alabama	1	8	0	5	9	32	3	3
Anniston					1	1		
Birmingham	1	8	0[a]	2	2	16	1	1
Dothan					1	1		
Florence					1	1		
Hueytown								
Huntsville			0[a]	3	1	2	1	1
Jasper								
Mobile					1	3	1	1
Montgomery					1	7		
Opelika					1	1		
Vestavia Hills								
Florida	0	0	0	22	22	258	2	3
Bartow								
Cocoa								
Cocoa Beach					1	2		
Daytona Beach					1	2		
Fort Lauderdale					1	7		
Fort Myers					1	2		
Gainsville			0[a]	2	1	2		
Jacksonville			0[a]	2	5	166	1	1
Lakeland					1	1		
Melbourne					1	1		
Miami			0[a]	8	2	24		
Ocala			0[a]	3				
Orlando			0[a]	2	2	19		
Panama City					1	1		
Pensacola					1	2		
Sarasota					1	3		
St. Petersburg								
Tallahassee					1	3	1	2
Tampa			0[a]	5	1	18		
West Palm Beach					1	5		
Georgia	5	92	1	88	13	88	5	102
Albany				2	1	1		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
36	**470**	**5**	**28**	**4**	**49**	**14**	**236**	**3**	**73**	**14**	**33**	**197**	**1,836**
5	67	1	2	0	0	2	32	0	0	1	3	22	152
												1	1
3	31					1	18					8	76
												1	1
												1	1
1	21											1	21
												2	6
1	15											1	15
						1	14					3	18
										1	3	2	10
												1	1
		1	2									1	2
1	8	2	7	1	4	3	64	1	11	5	6	37	383
1	8											1	8
										1	0[b]	1	0
												1	2
												1	2
						1	18			1	0[b]	3	25
												1	2
												1	4
		0[c]	1			1	18					7	188
												1	1
												1	1
		1	4	1	4			1	11			5	51
												0	3
										1	1	3	22
												1	1
												1	2
												1	3
										1	1	1	1
										1	4	3	9
		1	2			1	28					3	53
												1	5
1	8	1	10	3	45	4	102	1	35	2	10	36	580
												1	3

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Atlanta	5	92	1	86	4	73	3	101
Augusta					1	2		
Brunswick					1	1		
Columbus					1	2	1	0[b]
Gainsville					1	1		
Macon					1	1		
Rome					1	0[d]		
Savannah					1	6	1	1
Smyrna								
Thomasville					1	1		
Tucker								
Kentucky	0	1	0	0	10	65	3	2
Ashland					1	1		
Barbourville								
Beaver Dam								
Bowling Green					1	1		
Elkhorn City								
Fort Wright					1	1		
Frankfort								
Harlan								
Hazard								
Hindman								
Hyden								
Lexington					1	3	1	0[b]
Louisville					2	15	2	2
Madisonville								
Martin								
Morganfield								
Mount Sterling					1	18		
Owensboro					1	1		
Paintsville								
Phelps								
Pikeville	0[e]	1			2	25		
Whitesburg								
Mississippi	0	0	0	2	8	22	2	2
Biloxi					1	2		
Columbus					1	2		
Greenwood					1	0		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
		1	10	3	45	1	47	1	35	2	10	21	499
												1	2
												1	1
												2	2
												1	1
1	8											2	9
												1	0
						1	14					3	21
						1	20					1	20
												1	1
						1	21					1	21
22	344	0	0	0	0	1	4	1	27	1	3	38	446
												1	1
3	72											3	72
1	5											1	5
												1	1
1	17											1	17
								1	27			2	28
						1	4			1	3	2	7
1	29											1	29
2	21											2	21
1	11											1	11
1	6											1	6
1	7											3	10
												4	17
2	41											2	41
1	20											1	20
1	7											1	7
												1	18
												1	1
2	13											2	13
1	18											1	18
3	61											5	87
1	16											1	16
0	0	0	0	0	0	1	20	0	0	1	1	12	47
												1	2
												1	2
												1	0

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Hattiesburg					1	1		
Jackson					2	14	2	2
Meridian					1	1		
Pontotoc			0[a]	2				
Tupelo					1	2		
North Carolina	0	0	0	11	14	53	1	1
Asheville					1	2		
Charlotte			0[a]	4	2	19		
Fayetteville					1	1		
Gastonia					1	1		
Goldsboro					1	1		
Greensboro					1	2		
Halifax			0[a]	2				
Hickory					1	1		
New Bern					1	1		
Raleigh			0[a]	[illegible]	2	21	1	1
Rocky Mount					1	1		
Sanford								
Wilmington					1	1		
Winston-Salem					1	2		
South Carolina	0	0	0	2	5	19	2	2
Charleston					1	2	1	0[b]
Columbia					2	15	1	2
Florence			0[a]	2	1	1		
Greenville					1	1		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
												1	1
						1	20			1	1	6	37
												1	1
												0	2
												1	2
1	6	0	0	0	0	1	6	0	0	1	3	18	80
												1	2
												2	23
												1	1
												1	1
												1	1
												1	2
												0	2
												1	1
												1	1
						1	6			1	3	5	36
												1	1
1	6											1	6
												1	1
												1	2
1	6	0	0	0	0	1	4	0	0	1	3	10	36
												2	2
1	6					1	4			1	3	6	30
												1	3
												1	1

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Tennessee	1	15	0	4	10	41	4	4
Chattanooga					1	2	1	0[b]
Cleveland			0[a]	2				
Columbia					1	1		
Cookeville					1	1		
Franklin								
Jacksboro								
Jackson					1	2		
Jasper								
Jellico								
Johnson City					1	1		
Knoxville					1	6	1	1
Memphis					2	9	1	1
Nashville	1	15	0[a]	2	2	19	1	2

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
5	31	1	9	0	0	1	4	0	0	2	4	24	112
												2	2
												0	2
												1	1
												1	1
1	6											1	6
1	12											1	12
												1	2
1	6											1	6
1	0[b]											1	0
												1	1
1	7											3	14
										1	1	4	11
		1	9			1	4			1	3	7	54

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office to be closed.

[c]No official field office. Employee supervised out of another office.

[d]Official field office with vacant staff position.

[e]Labor reports employee stationed at this office is actually an employee of a labor union.

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Table V.6: Federal Region V

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region V total	**7**	**136**	**1**	**162**	**64**	**434**	**34**	**123**
Illinois	5	98	1	87	17	144	8	91
Alton							1	2
Arthur					1	1		
Aurora (North)								
Belleville								
Bensenville			0[a]	1				
Benton								
Calumet City								
Champaign					1	2		
Chicago	5	97	1	78	8	125	2	84
Des Plaines	0[c]	1					1	2
Elgin			0[a]	1	1	3		
Evergreen Park							1	1
Fairview Heights					1	2		
Geneva			0[a]	1				
Gurnee					1	1		
Highland Park			0[a]	1				
Hillsboro								
Joliet			0[a]	1				
Matteson			0[a]	1				
Maywood			0[a]	1				
Peoria					1	1	1	0[b]
Peru								
Rock Island					1	1		
Rockford					1	1	1	1
Sparta								
Springfield					1	7	1	1
Willowbrook			0[a]	1				
Wilmette			0[a]	1				
Indiana	0	0	0	12	9	40	6	6
Elkhart			0[a]	1				
Evansville					1	1	1	0[b]
Ft. Wayne					1	3	1	1
Gary					1	1	1	1
Indianapolis			0[a]	7	2	24	2	2

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
20	**207**	**7**	**59**	**7**	**49**	**19**	**368**	**2**	**46**	**14**	**37**	**175**	**1,621**
5	70	1	14	2	33	7	193	1	36	4	11	51	777
												1	2
												1	1
						1	24					1	24
										1	0[b]	1	0
												0	1
2	38											2	38
						1	27					1	27
												1	2
		1	14	2	33	1	37	1	36	2	10	23	514
						2	83					3	86
												1	4
												1	1
						1	6					2	8
												0	1
												1	1
												0	1
1	10											1	10
												0	1
												0	1
												0	1
						1	16					3	17
1	13											1	13
												1	1
												2	2
1	9											1	9
										1	1	3	9
												0	1
												0	1
3	34	0	0	0	0	1	5	0	0	1	4	20	101
												0	1
												2	1
												2	4
												2	2
						1	5			1	4	6	42

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Lafayette					1	2		
Marion					1	1		
New Albany					1	1		
South Bend					1	7	1	2
St John			0[a]	1				
Terre Haute			0[a]	2				
Vincennes								
Zionville			0[a]	1				
Michigan	0	0	0	14	10	46	7	10
Battle Creek							1	2
Detroit			0[a]	6	1	21	1	2
East Pointe			0[a]	1				
Escanaba					1	1		
Grand Rapids					2	11	1	0[b]
Kalamazoo					1	1		
Lansing					1	1	2	3
Livonia			0[a]	1				
Marquette							1	2
Petoskey								
Plymouth			0[a]	1				
Port Huron					1	1		
Rochester Hills			0[a]	1				
Saginaw			0[a]	2	1	1	1	1
Southfield			0[a]	1				
St. Clair Shores			0[a]	1				
Traverse					1	2		
Troy					1	7		
Minnesota	0	0	0	9	4	21	2	2
Deephaven			0[a]	1				
Duluth					1	1	1	1
Hibbing								
Inver Grove Heights			0[a]	1				
Mankato					1	1		
Minneapolis			0[a]	4	2	19		
St. Paul			0[a]	3			1	1
Ohio	2	38	0	28	17	155	9	11
Akron					1	3		
Amelia			0[a]	1				

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
												1	2
												1	1
												1	1
												2	9
												0	1
												0	2
3	34											3	34
												0	1
2	17	2	10	2	7	1	4	1	10	3	6	28	124
												1	2
		1	9	2	7			1	10	1	4	7	59
												0	1
												1	1
		1	1							1	1	5	13
												1	1
1	8					1	4					5	16
												0	1
1	9											2	11
										1	1	1	1
												0	1
												1	1
												0	1
												2	4
												0	1
												0	1
												1	2
												1	7
3	28	1	4	0	0	1	4	0	0	2	4	13	72
												0	1
2	24									1	1	5	27
1	4											1	4
												0	1
												1	1
		1	4			1	4					4	31
										1	3	2	7
7	58	2	26	2	8	5	110	0	0	3	8	47	442
												1	3
												0	1

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Athens					1	1		
Batavia			0[a]	1				
Brilliant			0[a]	1				
Cadiz								
Canton					1	1	1	1
Cincinnati	1	19	0[a]	7	1	10	1	0[b]
Cleveland	1	17	0[a]	9	3	81	1	3
Columbus	0[c]	2			3	46	3	3
Dayton			0[a]	3	1	4	1	2
Kettering			0[a]	1				
Lima					1	1		
Mansfield					1	1		
Middletown					1	3		
New Lexington								
Newark								
Niles								
Parma Heights			0[a]	1				
Sandusky					1	1		
Sheffield			0[a]	1				
Solon			0[a]	1				
St. Clairsville								
Toledo					1	2	1	1
Wellston								
Wellsville			0[a]	1				
West Chester			0[a]	1				
Youngstown					1	1	1	1
Wisconsin	0	0	0	12	7	28	2	3
Appleton								
Cedarburg			0[a]	1				
East Troy			0[a]	1				
Eau Claire					1	1		
Hales Corners			0[a]	1				
LaCrosse					1	2		
Madison					1	6	1	2
Milwaukee			0[a]	7	2	17		
Oshkosh					1	1		
Racine			0[a]	2			1	1
Wausau					1	1		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
												1	1
												0	1
												0	1
1	6											1	6
												2	2
		1	10			2	39					6	85
		1	16	1	6	1	31			1	1	9	164
				1	2	1	20			1	6	9	79
												2	9
												0	1
												1	1
												1	1
												1	3
1	7											1	7
2	13											2	13
										1	1	1	1
												0	1
												1	1
												0	1
												0	1
2	27											2	27
						1	20					3	23
1	5											1	5
												0	1
												0	1
												2	2
0	0	1	5	1	1	4	52	0	0	1	4	16	105
						1	18					1	18
												0	1
												0	1
						1	4					2	5
												0	1
												1	2
						1	12			1	4	4	24
		1	5	1	1	1	18					5	48
												1	1
												1	3
												1	1

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office to be closed.

[c]Labor reports employee stationed at this office is actually an employee of a labor union.

Table V.7: Federal Region VI

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region VI total	**6**	**87**	**1**	**98**	**53**	**335**	**14**	**80**
Arkansas	0	0	0	4	6	17	1	2
Fayetteville					1	1		
Fort Smith			0[a]	2	1	0[b]		
Jonesboro					1	1		
Little Rock					2	14	1	2
Pine Bluff			0[a]	2	1	1		
Louisiana	1	16	0	4	7	39	2	3
Alexandria					1	1		
Baton Rouge					1	4	1	1
Denham Springs								
Hammond			0[a]	2				
Lafayette					1	1		
Metairie	1	16						
New Orleans			0[a]	2	3	31	1	2
Shreveport					1	2		
New Mexico	0	0	0	2	5	18	1	2
Alamogordo			0[a]	2				
Albuquerque					2	15	1	2
Carlsbad								
Farmington								
Las Cruces					1	1		
Roswell					1	1		
Sante Fe					1	1		
Oklahoma	0	0	0	3	6	23	2	1
Ada					1	2		
Lawton					1	1		
McAlester								
Muskogee					1	1		
Oklahoma City					1	2	1	1
Poteau								
Tulsa			0[a]	3	2	17	1	0[c]
Vinita								
Texas	5	71	1	85	29	238	8	72
Abilene					1	1		
Amarillo					1	1	1	1

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
15	**79**	**3**	**16**	**3**	**33**	**13**	**221**	**1**	**25**	**12**	**22**	**121**	**996**
1	6	0	0	0	0	1	16	0	0	1	3	10	48
												1	1
												1	2
												1	1
1	6					1	16			1	3	6	41
												1	3
1	9	1	7	0	0	1	22	0	0	1	3	14	103
												1	1
						1	22			1	3	4	30
1	9											1	9
												0	2
												1	1
												1	16
		1	7									5	42
												1	2
3	16	0	0	0	0	1	5	0	0	1	2	11	45
												0	2
1	7					1	5			1	2	6	31
1	8											1	8
1	1											1	1
												1	1
												1	1
												1	1
5	14	0	0	0	0	1	23	0	0	1	2	15	66
												1	2
												1	1
2	6											2	6
												1	1
1	6					1	23			1	2	5	34
1	1											1	1
												3	20
1	1											1	1
5	34	2	9	3	33	9	155	1	25	8	12	71	734
												1	1
												2	2

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Austin					1	3		
Beaumont			0[a]	2	1	2		
Brownsville			0[a]	2				
Bryan					1	1		
Corpus Christi			0	1	1	7		
Dallas	5	71	1	67	6	140	2	67
El Paso			0[a]	2	1	5		
Fort Worth					1	4	1	1
Galveston					1	1		
Harlingen					1	1		
Houston			0[a]	11	3	35	2	1
Laredo					1	2		
Longview								
Lubbock					1	1		
McAllen					1	3		
Port Arthur							1	1
San Antonio					2	26	1	1
Sherman					1	1		
Texarkana					1	1		
Tyler					1	1		
Waco					1	1		
Whitehouse								
Wichita Falls					1	1		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
						1	22			1	3	3	28
												1	4
												0	2
1	1											2	2
						1	13			1	1	3	22
2	23	1	8	1	27	2	52	1	25	2	5	23	485
						1	3					2	10
						1	17					3	22
												1	1
												1	1
		1	1	2	6	2	37			1	1	11	92
												1	2
										1	1	1	1
						1	11			1	1	3	13
												1	3
												1	1
1	9									1	0[d]	5	36
												1	1
												1	1
												1	1
												1	1
1	1											1	1
												1	1

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Official field office with vacant staff position.

[c]Office to be closed.

[d]Labor reports employee stationed at this office is actually an employee of a labor union.

Table V.8: Federal Region VII

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region VII total	**5**	**58**	**1**	**93**	**18**	**142**	**13**	**62**
Iowa	0	0	0	6	6	13	3	4
Burlington					1	1		
Cedar Rapids					1	2		
Council Bluff					1	1		
Davenport					1	1	1	1
Des Moines					1	7	2	3
Fort Dodge			0[a]	3				
Waterloo			0[a]	3	1	1		
Kansas	0	0	0	2	2	4	3	3
Lawrence			0[a]	2				
Overland Park								
Topeka					1	1	2	2
Wichita					1	3	1	1
Missouri	5	58	1	82	7	106	5	53
Gladstone								
Jefferson City								
Kansas City	5	58	1	62	5	78	2	49
Kennett			0	2				
Kirksville								
Rolla								
Springfield					1	1	1	1
St. Louis			0[a]	15	1	27	2	3
Vandalia			0[a]	3				
Nebraska	0	0	0	3	3	19	2	2
Grand Island			0[a]	3				
Lincoln					1	1		
Omaha					2	18	2	2

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MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
4	**31**	**2**	**22**	**3**	**13**	**7**	**105**	**2**	**38**	**7**	**13**	**62**	**577**
1	7	0	0	0	0	1	4	0	0	1	3	12	37
												1	1
												1	2
												1	1
												2	2
						1	4			1	3	5	17
1	7											1	10
												1	4
1	10	0	0	0	0	2	21	0	0	1	2	9	42
												0	2
						1	8					1	8
1	10									1	2	5	15
						1	13					3	17
2	14	2	22	3	13	3	68	2	38	4	6	34	460
										1	0[b]	1	0
										1	3	1	3
		1	11	2	11	2	45	1	27	1	2	20	343
												0	2
1	1											1	1
1	13											1	13
												2	2
		1	11	1	2	1	23	1	11	1	1	8	93
												0	3
0	0	0	0	0	0	1	12	0	0	1	2	7	38
												0	3
										1	2	2	3
						1	12					5	32

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Labor reports employee stationed at this office is actually an employee of a labor union.

Table V.9: Federal Region VIII

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region VIII total	**4**	**35**	**0**	**17**	**17**	**110**	**9**	**54**
Colorado	4	35	0	14	8	84	3	48
Colorado Springs			0[a]	2	1	2		
Craig								
Delta								
Denver	4	35	0[a]	12	6	81	3	48
Englewood								
Fort Collins					1	1		
Grand Junction								
Trinidad								
Montana	0	0	0	0	2	2	1	2
Billings					1	1		
Great Falls					1	1		
Helena							1	2
North Dakota	0	0	0	0	2	2	1	0
Bismarck					1	1		
Fargo					1	1	1	0[b]
South Dakota	0	0	0	0	1	1	1	1
Aberdeen								
Rapid City								
Sioux Falls					1	1	1	1
Utah	0	0	0	3	3	20	2	2
Castle Dale								
Ogden					1	1		
Price								
Provo			0[a]	3				
Salt Lake City					2	19	2	2

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
17	**290**	**1**	**6**	**1**	**6**	**7**	**150**	**0**	**0**	**8**	**17**	**64**	**685**
7	223	1	6	1	6	3	55	0	0	3	7	30	478
										1	1	2	5
1	5											1	5
1	10											1	10
3	199	1	6	1	6	2	40			2	6	22	433
						1	15					1	15
												1	1
1	4											1	4
1	5											1	5
1	9	0	0	0	0	1	11	0	0	1	2	6	26
						1	11					2	12
												1	1
1	9									1	2	3	13
0	0	0	0	0	0	1	12	0	0	1	2	5	16
						1	12			1	2	3	15
												2	1
1	9	0	0	0	0	0	0	0	0	1	2	4	13
										1	2	1	2
1	9											1	9
												2	2
4	31	0	0	0	0	2	72	0	0	1	2	12	130
1	7											1	7
												1	1
2	17											2	17
												0	3
1	7					2	72			1	2	8	102

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Wyoming	0	0	0	0	1	1	1	1
Casper					1	1		
Cheyenne							1	1
Gillette								
Green River								
Rawlins								
Sheridan								

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
4	18	0	0	0	0	0	0	0	0	1	2	7	22
										1	2	2	3
												1	1
1	6											1	6
1	8											1	8
1	2											1	2
1	2											1	2

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office served by "circuit rider" or mobile employee from district office.

Table V.10: Federal Region IX

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region IX total	**8**	**96**	**1**	**134**	**35**	**421**	**12**	**90**
Arizona	0	0	0	6	3	26	3	4
Mesa								
Phoenix			0[a]	2	2	23	2	3
Tucson			0[a]	2	1	3	1	1
Yuma			0[a]	2				
California	8	96	1	125	26	372	4	80
Bakersfield					1	1		
El Cerrito			0[a]	1				
Fresno			0[a]	2	1	4		
Glendale			0[a]	1	1	22		
Hacienda Heights			0[a]	1				
Lemon Grove			0[a]	1				
Long Beach	1	4	0[a]	1	1	9		
Los Angeles	1	5	0[a]	32	3	23		
Modesto					1	1		
North Hollywood								
Oakland	0[a]	1			2	17	1	2
Oceanside								
Ontario					1	4	1	1
Orange			0[a]	1				
Oxnard			0[a]	1	1	2		
Pasadena								
Pleasant Hill								
Redding			0[a]	2				
Sacramento					1	15		
San Bernadino			0[a]	2	1	3		
San Diego			0[a]	2	2	24	1	1
San Francisco	6	86	1	71	6	219	1	76
San Jose			0[a]	4	2	11		
Santa Ana					2	17		
Santa Monica								
Santa Rosa			0[a]	1				
Seal Beach			0[a]	1				
Vacaville								
West Covina			0[a]	1				

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
8	**58**	**5**	**22**	**4**	**29**	**7**	**52**	**2**	**59**	**12**	**22**	**93**	**982**
2	12	1	2	0	0	1	5	0	0	1	3	11	58
2	12											2	12
		0[b]	1			1	5			1	3	7	38
												2	6
												0	2
3	30	3	18	4	29	4	39	2	59	9	16	64	864
												1	1
												0	1
										1	1	2	7
												1	23
												0	1
												0	1
												2	14
		1	8	2	6					1	2	8	76
												1	1
										1	0[c]	1	0
												3	20
										1	1	1	1
										0	1	2	6
												0	2
												1	3
								1	25			1	25
										1	1	1	1
												0	2
						1	3			1	4	3	22
1	9											2	14
		1	1			1	3					5	31
		1	9	2	23	2	33	1	34	2	6	22	557
												2	15
												2	17
										1	0[d]	1	0
												0	1
												0	1
2	21											2	21
												0	1

(continued)

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Hawaii				3	3	12	2	2
Honolulu			0[a]	3	3	12	2	2
Nevada	0	0	0	0	2	9	3	4
Boulder City								
Carson City								
Elko								
Las Vegas					1	6	2	3
Reno					1	3	1	1
Guam					1	2		
Agana					1	1		
Saipan					0[e]	1		

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
		1	2			1	5			1	2	8	26
		1	2			1	5			1	2	8	26
3	16	0	0	0	0	1	3	0	0	1	1	10	33
1	8											1	8
						1	3			1	1	2	4
1	5											1	5
												3	9
1	3											3	7
												1	2
												1	1
												0	1

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Outstationed staff working out of home.

[c]Office to be closed.

[d]Labor reports employee stationed at this office is actually an employee of a labor union.

[e]No official field office. Employee supervised out of another office.

Table V.11: Federal Region X

	DM		BLS		ESA		ETA	
	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
Federal Region X total	**5**	**29**	**0**	**16**	**15**	**134**	**8**	**55**
Alaska	0	0	0	2	1	1	2	3
Anchorage			0[a]	2	1	1	2	3
Juneau								
Idaho	0	0	0	0	1	3	2	3
Boise					1	3	2	3
Coeur d'Alene								
Oregon	0	0	0	5	4	26	1	1
Albany								
Eugene					1	3		
Medford					1	1		
Portland			0[a]	5	2	22	1	1
Salem								
Washington	5	29	0	9	9	104	3	48
Bellevue			0[a]	1				
Olympia								
Renton							1	0[b]
Seattle	5	29	0[a]	6	6	99	1	48
Spokane					1	2		
Tacoma					1	2	1	0[b]
Yakima			0[a]	2	1	1		
Total	**62**	**871**	**8**	**929**	**396**	**3,020**	**146**	**835**

Appendix V
Department of Labor Field Offices and Staff by Locality, Fiscal Year 1995

MSHA		OAW		OIG		OSHA		PWBA		VETS		Total	
Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff	Ofcs	Staff
5	**31**	**1**	**6**	**1**	**9**	**5**	**47**	**1**	**12**	**6**	**13**	**47**	**352**
1	1	0	0	0	0	1	3	0	0	1	2	6	12
						1	3					4	9
1	1									1	2	2	3
2	14	0	0	0	0	1	11	0	0	1	2	7	33
1	6					1	11			1	2	6	25
1	8											1	8
1	7	0	0	0	0	1	6	0	0	2	3	9	48
1	7											1	7
												1	3
												1	1
						1	6			1	1	5	35
										1	2	1	2
1	9	1	6	1	9	2	27	1	12	2	6	25	259
1	9					1	5					2	15
										1	3	1	3
												1	0
		1	6	1	9	1	22	1	12	1	3	17	234
												1	2
												2	2
												1	3
155	**2,087**	**33**	**243**	**44**	**312**	**107**	**1,768**	**15**	**371**	**108**	**218**	**1,074**	**10,654**

[a]Outstationed staff work site, not an official field office. BLS field offices are located in the following eight regional cities: Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Dallas, and San Francisco.

[b]Office to be closed.

Comments From the Department of Education

UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF INTERGOVERNMENTAL AND INTERAGENCY AFFAIRS

THE ASSISTANT SECRETARY

July 31, 1996

Ms. Carlotta C. Joyner
Director, Education and Employment Issues
Health, Education, and Human Services Division
U.S. General Accounting Office
Washington, D.C. 20548

Dear Ms. Joyner:

This letter responds to your request for comments on the General Accounting Office draft report titled, "Education and Labor: Information on the Departments' Field Offices," GAO/HEH-96-178, dated August, 1966.

A marked-up copy of the draft GAO report is enclosed for your consideration and convenience in preparing the final audit report. The comments embodied in this copy include those of all Education offices having a regional presence outside of Headquarters.

On behalf of all the Principal Offices, I would like to express our appreciation for all your help and assistance. If there are any questions, please do not hesitate to contact me.

Sincerely,

G. Mario Moreno

Enclosure

400 MARYLAND AVE., S.W. WASHINGTON, D.C. 20202-3500

Comments From the Department of Labor

U.S. DEPARTMENT OF LABOR

DEPUTY SECRETARY OF LABOR
WASHINGTON, D.C.
20210

AUG 1 1996

Ms Janet L. Shikles
Assistant Comptroller General
Health, Education, and Human Services
General Accounting Office
National Guard Building
441 "G" Street, N W , Suite 650
Washington, D C. 20548

Dear Ms Shikles

Thank you for the opportunity to review and provide comments to the August 1996 draft report entitled "Education and Labor -- Information on the Departments' Field Offices "

Following a close review of the draft report, we have a number of proposed changes To facilitate the incorporation of our comments, enclosed is an annotated version of your draft containing the Department's proposed corrections, deletions, and/or additions to the text. We do wish to note that we were not asked nor did we attempt to verify any of the space information contained in the draft report since that was provided to you independently by General Services Administration (GSA)

In addition to our specific comments contained in the attached annotated version of the draft report, the Department continues to have a number of general concerns regarding some fundamental aspects of this report These concerns are as follows:

1 The definition of field office utilized by the GAO for purposes of this report Specifically, you define a field office as " any type of office other than a headquarters office established by one of the major components of either Education or Labor Therefore, in this report regional, area, district, state, and other types of offices will be referred to generically as field offices "

As recognized in your report, the Department of Labor's mission requires that we have an extensive on-site presence in order to effectively carry out the mission of our various programs To equate all types of non-headquarters offices as being of the same value or importance is misleading to the reader of this report For example, regional offices have responsibility for managing a diverse number of programs and manage the activities of subordinate area, district, state, and field offices The Department's field structure reflects our judgment as to the most effective and efficient utilization of our ever-decreasing resources to carry out our programmatic responsibilities To use an address and/or geographical location of an office and count them as equals serves to minimize the role and responsibilities of our various offices

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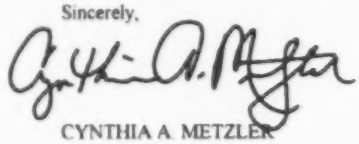
More importantly, the definition used by GAO leads to an overstatement of the number of our "field offices." Specifically, many of our non-headquarters locations for the various agencies are located in one building and often share common use facilities and equipment. Therefore, in our estimation, it is not accurate to count these as multiple sites only because the tenant is from a different Departmental program agency, or is from the same agency but a different program area.

2. Utility of Fiscal Year 1995 data. Although we recognize that a great deal of effort went into collecting and drafting the draft report, the Department questions the utility of the compiled information since it only reflects data current as of Fiscal Year 1995. While we recognize that one needs to establish a benchmark for the collection of information, to reach any conclusions on the field structure of the Department of Labor on dated information can be misleading at best. As we tried to indicate in our comments, the Department has undertaken a number of initiatives and proposals directly related to the focus of this report, namely office consolidations and field restructuring activities which may call for closing of offices or other co-location activities. Although we tried to capture these efforts in the Restructuring Plans/Activities sections of the report, it can in no way encompass the broad and on-going changes that have taken place in Fiscal Year 1996 and beyond that are occurring in the Department's Field structure.

We ask that you contact us should you need clarification and, again, we appreciate the opportunity to review the report and to provide comments. We would also request that given the scope of changes we have provided to this draft report, and the numerous changes of field office site data still being made by GAO, that the Department be allowed to review the final report prior to its issuance.

Sincerely,



CYNTHIA A. METZLER

Enclosure

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Department of Education: Information on Consolidation Opportunities and Student Aid (GAO/T-HEHS-95-130, Apr. 6, 1995).

Departent of Labor: Rethinking the Federal Role in Worker Protection and Workforce Development (GAO/T-HEHS-95-125, Apr. 4, 1995).

Workforce Reductions: Downsizing Strategies Used in Selected Organizations (GAO/GGD-95-54, Mar. 13, 1995).

Labor's Regional Structure and Trust Funds (GAO/HEHS-95-82R, Feb. 10, 1995).

Department of Labor: Opportunities to Realize Savings (GAO/T-HEHS-95-55, Jan. 18, 1995).

Multiple Employment Training Programs: Major Overhaul Needed to Reduce Costs, Streamline the Bureaucracy, and Improve Results (GAO/T-HEHS-95-53, Jan. 10, 1995).

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